

**AMENDED MEETING MINUTES**  
**Cromwell Library Commission**  
**Regular Meeting**  
**Monday, July 10, 2023**  
**At 6:30 PM**  
**The Arch Room**

RECEIVED FOR RECORD  
Sep 13, 2023 01:18P  
JoAnn Doyle  
TOWN CLERK  
CROMWELL, CT *PL*

**Present:** Chairman Kathy Newton, Martha Rennie, Marie Roberto,  
Barbara Grotheer, Margaret Colella

**Also Present:** Library Director Kara Canney, Gerald Seagrave, Joanne Juergens

**Absent:** Paula Luna

**1. Call to Order:**

The meeting was called to order by Chairman K. Newton at 6:35 p.m.

**2. Approve/Amend Agenda:**

A motion was made by M. Roberto to approve the agenda for Monday, July 10, 2023, seconded by B. Grotheer. *All in favor; motion passed.*

**3. Approval of Minutes of June 12, 2023:**

A motion was made by M. Roberto to approve the amended minutes of June 12, 2023, seconded by B. Grotheer. *All in favor; motion passed.*

**4. Town Council Liaison Comments:**

None

**5. Citizens' Comments:**

G. Seagrave announced that the Pearle Crawford Memorial Library in Dudley, Massachusetts will be permanently closed beginning July 23, 2023. There is a major problem with the town budget shortfalls and all staff has been laid off. The Town of Dudley is also laying off police and firefighters. Druscilla Carter is the Library Director.

There will be a Dudley town meeting on July 24, 2023, to vote on another budget.

Joanne Juergens introduced herself to the Library Commission. She was a previous library volunteer for a couple of years and she was also part of Friends of the Library.

## **6. Reports:**

### **Chairman's Report –**

Chairman K. Newton mentioned congratulations to Town Clerk JoAnn Doyle on achieving the CCMO (Certified Connecticut Municipal Official) certification. Chairman Newton wished Director Canney well as she pursues her CCMO certification.

### **Library Director –**

**Grants:** The library was awarded the Janvrin Grant from the Community Foundation of Middlesex County in the amount of \$14,854.00 to foster the food scrap recycling initiative. Director Canney will be attending a workshop that pertains to the grant on July 26<sup>th</sup>. Once the Recycling Supervisor is back, there will also be a meeting to get started on moving forward with our plans.

The first workshop for the Strategic Planning Cohort will be on July 19<sup>th</sup> at the Berlin Peck Library. This meeting is for Directors only.

A patron survey is the first step in determining what programs will be offered for the Lifetime Arts workshops this fall. The survey is for patrons 55+ and is a prerequisite for the Lifetime Arts Grant.

**Programming:** The library has been extremely busy! Summer Reading concert/registration and people of all ages borrowing materials and enjoying the space. The door counts for these past few days have been higher than ever, but the staff at the library continues to provide excellent service.

The first open garden welcomed 18 people and lots of zucchini! Open garden hours are Wednesdays at 10 a.m.

**Statistics:** Director Canney stated that everything had a pretty large jump; door counts, circulation and materials for collection. Our programming looks like it doubled compared to last year. Downloads stayed static, but everything else is pretty great! Our Summer Reading Kickoff exceed last year's number.

Director Canney is looking at the database sessions. The database sessions are expensive and they have not been renewed because the sessions are not getting the use in order to make it worthwhile. Director Canney will negotiate with the database company to lower the cost, before renewing the sessions.

**Staffing:** Our part time staff is a shining example of teamwork. With so many interested in pursuing an MLIS they have pitched in with programs, book repair and more.

**CCMO-** Director Canney has registered for the CCMO certification and is hoping to take her first one-hour course in July. Director Canney is required to take 36 hours of course work over the next two years to complete the certification.

**Other:** M. Roberto asked Director Canney about the Strategic Planning Cohort and whether or not the report that is due in December, would be completed in time, since there is no meeting in August. Director Canney stated that meetings are set through December and she would have a subcommittee comprised of staff and one or two members of the Library Commission. It will be a collaborative effort and Director Canney and staff are looking forward to it.

There was a discussion about the survey for patrons 55+, which is a prerequisite for the Lifetime Arts Grant. A question was asked about advertising for these programs. Director Canney said there will be advertising in the library, in the library newsletter, on the library Facebook page and in the Senior Center.

#### **Finance Report –**

The remaining invoices to be paid for fiscal year 22/23, will be paid next month, which will close out the fiscal year.

A motion was made by B. Grotheer to accept both the Director's Report and the Finance report, seconded by M. Rennie. *All in favor; motion passed.*

#### **7. Old Business:**

Director Canney stated that the fans are in the Belden Room. Unfortunately, they are not circulating the air like we wanted. Ken Eldridge will try to get someone here to adjust them to have a longer run time.

#### **8. New Business:**

Director Canney mentioned that someone suggested there be a sign in front of the Belden Room, outside, while programs are in session. Everyone agreed that this is a good idea and Director Canney will look into this.

#### **9. Other:**

M. Rennie mentioned that Town Council Liaison Paula Luna received the Democrat of the Year Award and how much Councilor Luna's hard work is appreciated. Councilor Luna does an excellent job as our liaison for the Town Council and also in her involvement with Farmer's Market.

Chairman K. Newton reminded everyone that there is no August meeting. The next meeting is September 11th.

**10. Next Meeting Date:**

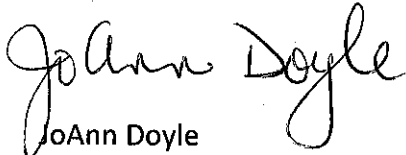
The next meeting date is Monday, September 11, 2023.

**11. Adjournment:**

A motion was made by M. Roberto to adjourn at 7:05 p.m., seconded by M. Rennie.

*All in favor; motion passed.*

Respectfully submitted,

A handwritten signature in cursive script that reads "JoAnn Doyle". The signature is written in dark ink and is positioned above the printed name and title.

JoAnn Doyle  
Recording Secretary