

Cromwell Library Commission  
Regular Meeting  
Monday, June 13, 2016  
7:30 p.m.  
Arch Room

RECEIVED FOR FILING  
6-15 2016 at 1:50 P.M.  
TOWN CLERK'S OFFICE  
CROMWELL, CONN.

*Lucretia Post*  
TOWN CLERK

Record of Votes and Minutes

Present: Chairman Marie Roberto, Margaret Colella, Barbara Grotheer,  
Kathy Newton, Al Dickerson (arrived 7:35 p.m.), Martha Rennie (arrived  
7:37 p.m.)

Absent: Library Director, Eileen Branciforte; Diane Mongold

Also Present: Lois Meltzer, Acting Library Director; Gerald Seagrave

1. The meeting was called to order at 7:31 p.m. by Chairman Marie Roberto.
2. Approve/Amend Agenda--*Barbara Grotheer moved to approve the June 13, 2016 agenda. Seconded by Margaret Colella. In favor: Marie Roberto, Margaret Colella, Barbara Grotheer, Kathy Newton.*
3. Approval of May 9, 2016--*Margaret Colella moved to approve the minutes of May 9, 2016, as amended. Seconded by Kathy Newton. In favor: Marie Roberto, Margaret Colella, Barbara Grotheer, Kathy Newton. Amendments: 6. c. should read: **Mark** Austin; and, He can put a separate **modem** in...; under 7. New Business should read: ...was asked by **Mayor** Faienza... and in the second sentence should read: a letter of **funding** approval...*
4. Citizen's Comments-- Gerald Seagrave and Lois Meltzer passed around a memo from Dawn Lavelle regarding money for public library construction grants. It stated the decreased 2016 year grant funding for public library construction does not affect any of the grants that have been previously awarded. A memo on State Library Updates was also passed around.
5. Town Council Liaison Comments--Marie Roberto noted speaking to Mayor Faienza regarding the staffing status and the three-month extension that the Library Director is taking. Discussed was the next step to take in getting architect drawings done. The Council is on board with the expansion project. There is some reserve by the Finance Director.

6. Reports:

a. Chairman--Marie Roberto spoke with Mayor Faienza who felt it would be worthwhile to get together with him and the Town Manager regarding the building project's next steps. Marie asked Barbara Grotheer to attend. There is a need to get someone on board due to Eileen's absence to discuss options. We have till June 2017 to get the architectural renderings in. Marie voiced her concern regarding the need to have someone who understands what this means for the library's expansion. Might have to pull staff together and choose someone who can work with the architect. The Commission members were asked to think about how they could be a part of the expansion project. The Commission should get together as a small group and then meet with the Town Council. Lois Meltzer added communication needs to start flowing to the Town Council regarding the library expansion. Barbara Grotheer added we need an architect that knows and understands library construction. Martha Rennie agreed and added when this goes to the Council that the Library Commission be present.

Marie Roberto added Charter Revision is moving along. Nothing to note regarding the Library. One question was whether the Tax Collector and the Town Clerk should be elected or appointed. Charter Revision is still at the gathering of information stage which will be an ongoing process. It was brought out that all Commissions are advisory. Marie asked the Commission members if they felt seven members were adequate. Members agreed seven members was sufficient and a good number.

b. Library Director--Lois Meltzer spoke with Town Manager, Anthony Salvatore and noted the Commission would be having a discussion in September regarding staffing status. Some Library Director's Report Highlights for May 2016 were: (1) Staffing status. Library Director, Eileen Branciforte being granted a three month extension on her medical leave till the middle of September. Summer schedules (July/August) are being developed. Concerns regarding coverage of the Reference Desk; (2) Monthly Statistics--Children's Department circulation up a few hundred from last year. Adult Department circulation increased slightly from last year; (3) Programming; (4) State Library Deliver-It Service; (5) Russell Library changing public service hours which may have an effect on library usage at the Cromwell Library, particularly on Monday nights and Saturday afternoons; (6) Library Budget; and (7) State Building Grant Status. *Martha Rennie then moved to accept the May 2016 Library Director's Report. Seconded by Barbara Grotheer. In favor: Marie Roberto, Margaret Colella, Barbara Grotheer, Kathy Newton. Al Dickerson, Martha Rennie.*

c. Finance Report was distributed. Lois Meltzer distributed the May 2016 Library Finance Report. *Martha Rennie moved to accept the May 2016 Library Director's Finance Report. Seconded by Barbara Grotheer. In favor: Marie Roberto, Margaret Colella, Barbara Grotheer, Kathy Newton. Al Dickerson, Martha Rennie.*

7. New Business--None.
8. Other--None.
9. Next Regular Meeting Date: August 8, 2016.
10. Adjournment--*Al Dickerson made a motion to adjourn at 8:40 p.m. Seconded by Kathy Newton. In favor: Marie Roberto, Margaret Colella, Barbara Grotheer, Kathy Newton. Al Dickerson, Martha Rennie.*

Respectfully submitted,

*Linda K. Sellew*

Linda K. Sellew  
Library Commission Clerk