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Cromwell Library Commission
Regular Meeting
Monday, August 8, 2016
7:30 p.m.
Arch Room
Record of Votes and Minutes

Gloria Prendergast, Asst
TOWN CLERK

Present: Chairman Marie Roberto, Margaret Colella, Kathy Newton, Martha Rennie, Al Dickerson

Absent: Library Director, Eileen Branciforte; Diane Mongold, Barbara Grotheer

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

1. The meeting was called to order at 7:35 p.m. by Chairman Marie Roberto.
2. Approve/Amend Agenda--*Martha Rennie moved to approve the August 8, 2016 agenda. Seconded by Margaret Colella. In favor: Marie Roberto, Margaret Colella, Kathy Newton, Martha Rennie, Al Dickerson.*
3. Approval of minutes of June 13, 2016--*Martha Rennie moved to approve the minutes of June 13, 2016. Seconded by Kathy Newton. In favor: Marie Roberto, Margaret Colella, Kathy Newton, Martha Rennie, Al Dickerson.*
4. Town Council Liaison Comments--In Mayor Faienza's absence, Marie noted the activity that occurred this past week with the Charter Revision Committee. Martha Rennie attended the meeting. She spoke on behalf of the Library and requested clarification regarding the future structure of the Library Commission. The Library Commission will stay in existence in the Town Charter with specifics mentioned in the Town Ordinances.
Marie Roberto will be speaking to Mayor Faienza and the Town Manager regarding hiring an architect for the building project. She did get the impression from the Town Manager and the Mayor that they didn't want to put this on hold.

5. New Business--

- a. Current Library Staffing Issues--Lois Meltzer distributed the June and July finance reports. After a brief discussion, *Margaret Colella moved to accept the June/July Library finance reports. Seconded by Martha Rennie. In favor: Marie Roberto, Margaret Colella, Kathy Newton, Martha Rennie, Al Dickerson.*

Lois then updated the Commission on the Library staffing issues in regards to medical leave and time off as follows:

- Eileen Branciforte - Library Director - Waiting for Town Manager to advise regarding medical leave status ending 9/21/16.

- Christina Smith - Circulation - Waiting for Town Manager to advise regarding medical leave status 9/1/16. (Her work hours were shortened by 2 hours.)
- Terry Crescimanno - Adult Service Librarian (out 2 1/2 weeks in July)
- Linda Petrolito - Adult Night Supervisor/Reference Librarian - who is Lois's backup for the reference desk, will be leaving 8/11/16.
- Myla Christie - Part time Children's Librarian for Programs - will be leaving 9/30/16.
- Celestia Simmons - Part time, new hire - Adult Night Supervisor/Reference Librarian/Children's Department - When Linda Petrolito leaves Celestia is ready to step right into this position.
- Sara Bartelmo - Interviewing Tuesday night to replace Myla for Children's Programming. If Sara is not hired there may not be Children's Programming in October, or will be offered on a limited basis.
- Donahue Group - Will hire a part time library tech to help out with Circulation Desk staffing. The Library has a contract with the Donahue Group and can supply us with staff.

Martha Rennie then made the following motion--The Library Commission members are concerned that the current staffing situation in the Library is affecting library programming and services, and impacting the remaining staff. Seconded by Kathy Newton. In favor: Marie Roberto, Margaret Colella, Kathy Newton, Martha Rennie, Al Dickerson.

Martha Rennie then made the following motion--In order to fulfill our advisory responsibilities, we request a timeline for addressing the staffing situation. Seconded by Kathy Newton. In favor: Marie Roberto, Margaret Colella, Kathy Newton, Martha Rennie, Al Dickerson.

b. Changes in Library Programming--Future Library Programming Outlook for the Children's Department and Adult Department--Lois noted the library is changing quickly; for example: 17 programs were offered this month, a few of them had no sign-ups. Lois will be reviewing the town's needs and wants for the future.

6. Next regular meeting date: September 12, 2016.

7. Adjournment: *Margaret Colella made a motion to adjourn at 9:15 p.m. Seconded by Kathy Newton. In favor: Marie Roberto, Margaret Colella, Kathy Newton, Martha Rennie, Al Dickerson.*

Respectfully submitted,

Linda K. Sellew

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Library Commission Clerk