

CROMWELL LIBRARY COMMISSION
Regular Meeting
Monday, January 12, 2015 @ 7:30 p.m.
Arch Room
Record of Votes and Minutes

Present: Chairman Marie Roberto, Barbara Grotheer, Margaret Colella, Kathy Newton, Al Dickerson

Also Present: Eileen Branciforte, Library Director; Gerald Seagrave

Absent: Diane Mongold, Martha Rennie

1. Call to Order—The meeting was called to order at 7:33 p.m. by Chairman Marie Roberto.
2. Approve/Amend Agenda—Barbara Grotheer moved to approve the January 12, 2015 agenda. Seconded by Margaret Colella. In favor: Marie Roberto, Barbara Grotheer, Margaret Colella, Kathy Newton, Al Dickerson.
3. Approval of Minutes of December 8, 2014—Margaret Colella moved to approve the December 8, 2014 minutes, as amended. Seconded by Kathy Newton. In favor: Marie Roberto, Barbara Grotheer, Margaret Colella, Kathy Newton, Al Dickerson. Amendments: Under 6. a. should read: Kathy Newton **and Eileen** will collate....The Town Engineer **will review** the blueprint for the amendment of the grant **and** use the AutoCAD in the Engineering Department to **produce the document**. Under 6 c. should read: ...motion to accept the Library Director's **Finance** Report.... Under 7.a. should read: Seth **Ramos** and Eileen agreed **on the following: The location of the tech area including** moveable chairs and tables, electronic workstations, **(eliminate the word technology)**.... In last paragraph should read: ...will also be **reconfiguring**...
4. Citizens' Comments—None.
5. Town Council Liaison Comments—None.
6. Reports—
 - a. Chairman—Marie Roberto deferred to Old Business, State Grant.
 - b. Library Director—Eileen noted she had a discussion with the Public Works Director regarding the curbside book drop. This would need to be put in the budget. He noted the Town will be reconfiguring the parking lot and will consider the book drop in the plan. Barbara Grotheer moved to accept the Library Director's Report for December 2014. Seconded by Al Dickerson. In favor: Marie Roberto, Barbara Grotheer, Margaret Colella, Kathy Newton, Al Dickerson.

c. Finance Report—Eileen stated the 3-D printer was received today. She is also working on the new budget which needs to be submitted by this Thursday. Barbara Grotheer then moved to accept the December 2014 Library Director's Finance Report. Seconded by Kathy Newton. In favor: Marie Roberto, Barbara Grotheer, Margaret Colella, Kathy Newton, Al Dickerson.

7. Old Business—

a. Application for Amending State Public Library Construction Grants—The Commission went over the Cromwell Belden Public Library Project Statement Narrative of December 29, 2014. Barbara Grotheer noted it's basically in the 300 word narrative which is needed. She went over the reconfiguration of space—the courtyard and what it will contain, the tech area, rest rooms, children's area, etc. After some revisions, Barbara Grotheer made a motion to accept the project statement narrative, as amended, to include in the amended State Library Construction Grant application. Seconded by Margaret Colella. In favor: Marie Roberto, Barbara Grotheer, Margaret Colella, Kathy Newton, Al Dickerson.

b. Update from Commission members and Director—A drawing, which showed revisions, was distributed to Commission members. After review and revisions, Al Dickerson moved to accept the drawing with the revised numbering. Seconded by Kathy Newton. In favor: Marie Roberto, Barbara Grotheer, Margaret Colella, Kathy Newton, Al Dickerson.

Eileen has completed the first eight pages of the grant and will concentrate on the completion of the remaining pages. Kathy Newton will meet and assist Eileen regarding page 14, Supporting Documents, and she will also help Eileen with collating and binding the grant. The application needs to be completed by Thursday, January 29th, in the hands of the Mayor by February 2nd, so it can go to the Council for review at their February 11th meeting, then it goes off to the State. Commission members agreed that Marie Roberto and Eileen could go over the final grant application before its submission to the Mayor.

8. Other—None.

9. Next Regular Meeting Date: February 9, 2015.

10. Adjournment—Barbara Grotheer moved to adjourn at 8:45 p.m. Seconded by Kathy Newton. In favor: Marie Roberto, Barbara Grotheer, Margaret Colella, Kathy Newton, Al Dickerson.

Respectfully submitted,

Linda K. Sellew

Library Commission Clerk