

CROMWELL LIBRARY COMMISSION
Regular Meeting
Monday, February 6, 2017 @ 7:30 p.m.
Arch Room
Record of Votes and Minutes

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Lu L. Mangella
TOWN CLERK

Present: Chairman Marie Roberto, Barbara Grotheer, Margaret Colella, Kathy Newton, Al Dickerson, Martha Rennie (arrived 7:44 p.m.)
Absent: Diane Mongold
Also Present: Drusilla Carter, Library Director; Gerald Seagrave

1. Call to Order--The meeting was called to order at 7:32 p.m. by Chairman Marie Roberto.

2. Approve/Amend Agenda--*Margaret Colella moved to approve the agenda for February 6, 2017. Seconded by Kathy Newton. In favor: Marie Roberto, Barbara Grotheer, Margaret Colella, Kathy Newton, Al Dickerson.*

3. Approval January 9, 2017 Minutes--*Barbara Grotheer moved to approve the minutes of January 9, 2017, as amended. Seconded by Kathy Newton. In favor: Marie Roberto, Barbara Grotheer, Margaret Colella, Kathy Newton. Abstained: Al Dickerson. Amendments: Page 1, Item 2--should read January 9, 2017. Page 2, Item 6b should read: Lois Meltzer noted that the holiday lunch.....same paragraph add 3rd sentence to read: The holiday open house was held on December 17th.....*

4. Citizens' Comments--None.

5. Town Council Liaison Comments--None.

6. Reports:

a. Chairman--Marie noted the articles in the Rare Reminder and the Cromwell Chronical that the Cromwell Library is seeking bids for their renovation project.

A note of thanks and appreciation was given to our new Library Director, Drusilla Carter and the Library Commission members as they continue to pursue the library renovation project. It is encouraging to see this project moving forward.

b. Library Director--Drusilla noted the following:

We welcomed three new staff members this month: Evan James has taken Monica's position at circulation; Crystal Reid is our new shelver; and Susan Bernier is taking Chris Smith's position.

The budget proposal for fiscal year 2018 has gone to Finance. Drusilla will be meeting with the Anthony Salvatore, the Town Manager, Thursday February 9th to go over request for a full time position. Note: Comparable size libraries have a staff of three full-time employees in their children's library. Cromwell only has one full-time employee.

An RFP/RFQ for an architect has gone out. There will be a walk-through for interested companies on February 15th so they can get a better sense of what we are looking for. Their proposals will be due to the Town Engineer by the end of the month.

The Friends of the Library are preparing for their CD and DVD sale on February 18th. They now have some closet storage space in the library.

Amy Saada, who started today, is the new Senior Center Director. Welcome Amy!

(Martha Rennie arrived 7:44 p.m.)

The Town Manager is planning a "shindig" for Mr. Gere; the new Senior Center Director, Amy Saada; the new head of the Recreation Department, Chris Rusack; and the new Library Director, Drusilla Carter.

Barbara Grotheer made a motion to accept the Library Director's Report and Statistics for January 2017. Seconded by Martha Rennie. In favor: Marie Roberto, Barbara Grotheer, Margaret Colella, Kathy Newton, Al Dickerson, Martha Rennie.

c. Library Finance Report--We are behind in material spending and a bit over on part-time wages. Under other capital expenses Drusilla noted that there is a need to replace the printer in her office and the printer in the staff room.

Martha Rennie then made a motion to accept the Library's Finance Report for January 2017. Seconded by Kathy Newton. In favor: Marie Roberto, Barbara Grotheer, Margaret Colella, Kathy Newton, Al Dickerson, Martha Rennie.

7. Old Business--Regarding the State Grant for the renovation project, we will need the architect's submissions done prior to the end of the State's fiscal year in June. Will need local funding in place by 2018. Marie added that the library grant: (1) has to be used by the library for the library expansion and the courtyard expansion; (2) the library will be in charge of the courtyard space; (3) and should be a community resource.

8. New Business--Marie read a letter from the ACLB (Association of Connecticut Library Boards) to join their association. After a brief discussion, the letter was turned over to Drusilla who will be discussing this with the Town Manager, Anthony Salvatore.

9. Other--None.

10. Next Regular Meeting Date: March 13, 2017.

11. Adjournment--*Barbara Grotheer made a motion to adjourn at 8:30 p.m. Seconded by Kathy Newton. In favor: Marie Roberto, Barbara Grotheer, Margaret Colella, Kathy Newton, Al Dickerson, Martha Rennie.*

Respectfully submitted,



Linda K. Sellew

Library Commission Clerk