

MEETING MINUTES
Cromwell Library Commission
Regular Meeting
Monday, March 11, 2024
at 6:30 p.m.
The Arch Room

Present: Chairman Kathy Newton, Marie Roberto, Margaret Colella, Christina Schatz,
Martha Rennie

Also Present: Library Director Kara Canney, Gerald Seagrave, Paula Luna

Absent: Barbara Grotheer, Pat Branciforte

1. Call to Order:

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

2. Approve/Amend Agenda:

Chairman Kathy Newton asked for a motion to amend the agenda to include the *Election of Officers* after *New Business*. A motion was made by Martha Rennie to approve the agenda, as amended, for Monday, March 11, 2024, seconded by Marie Roberto. *All in favor; motion passed.*

3. Approval of Minutes of February 12, 2024:

A motion was made by Martha Rennie to approve the minutes of February 12, 2024, as amended, for February 12, 2024, seconded by Margaret Colella. *All in favor; motion passed.*

4. Town Council Liaison Comments:

Councilwoman Paula Luna stated that there will be a Town Council meeting Wednesday night, March 13th, with continuing budget discussions.

5. Citizens' Comments:

None

6. Reports:

Chairman's Report –

Chairman Kathy Newton had a brief discussion regarding Martha, Marie and Margaret's reappointments this month. Director Canney stated that Martha, Marie and Margaret will all be reappointed to February, 2028, as stated on the 3/13/24 Town Council meeting agenda.

Library Director-

Budget Process Councilwoman Dabrowski stated that she had hoped I had more quantifiable goals during the 3/6/2024 Town Council Budget Meeting. My performance is evaluated by the Town Manager and I do provide statistics to the Council monthly and also did so in my presentation to the Council. I will be asking for clarification on this statement.

Books, and other materials do not have feelings but the patrons that visit us do. With that in mind, I am considering including all of the notes, emails and cards we receive in future reporting. While these are not necessarily quantifiable measures they do have an impact staff morale and paint a picture not connected to numbers.

The budget did pass as presented. It will go to the Board of Finance next.

Community Foundation of Middlesex County - The annual distribution this year was \$11,154.00.

Strategic Plan Update - What we are working on year 1 or currently:

Community-Coffee bar on Tuesday's (HE), clean out furniture in children's area and history room (HE), add dramatic play area (HE). Dramatic play was added today, 3/11.

Technology-Update Microsoft (HE), new computers (HE), database tutorials (LE), fun technology (LE), streaming sticks (HD).

Access-Outdoor library area (LE), formal homebound plan (LE), outreach (HD), lights outside on the library sign (LE).

Communication-library merch (HE), monthly email (HE), advertise programs at programs (HE), social media statistics (HE), outreach signage (LE), database marketing (LE), ancestry by appointment (LE), clean up old social media (LD).

HE=High Impact/Easy

HD=High Impact/Difficult

LE=Low Impact/Easy

LD=Low Impact/Difficult

Janvrin Grant - The Eco Warriors will be sending me some dates for the upcoming school visit.

School Collaboration - Once again we will be sending library card applications to all the schools and in October of the next school year the 1st grade classes will be visiting the library to take a tour as well as get their library card.

Belden Room - Tucker Mechanical was at the library at 10:30 on 3/8 and met with Director Canney and Jon Harriman to provide quotes based on the recommendations from Silver Petrucelli for mini-splits, to help with the humidity. Director Canney hopes to have more information for the meeting.

Statistics –

Circulation is climbing a little bit; Hoopla and Kanopy continue to increase. Programming stats are looking great; there are almost 100 more people than last year.

Finance Report –

A programming supply order will spend down the remaining \$802 left in Program Subsidies.

The *Friends of the Library* voted at their last meeting to provide half of the \$2,000 payment to host author Jarett J. Krosoczka.

A motion was made by Margaret Colella to accept the Library Director's Report and Finance Report, seconded by Marie Roberto. *All in favor; motion passed.*

7. Old Business: The Belden Room was previously discussed.

8. New Business:

Election of Officers: A motion was made by Martha Rennie to appoint Kathy Newton as Chairman and a motion was made by Chairman Kathy Newton to appoint Margaret Colella as Vice-Chairman. *All in favor; motion passed.*

9. Other:

None

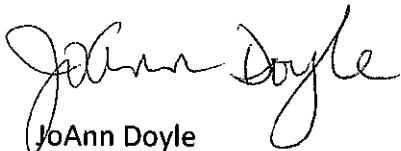
10. Next Meeting Date:

The next meeting date is Monday, April 8, 2024.

11. Adjournment:

A motion was made by Marie Roberto to adjourn at 7:15 p.m., seconded by Margaret Colella. *All in favor; motion passed.*

Respectfully submitted,



JoAnn Doyle

Recording Secretary