

RECEIVED FOR RECORD
Apr 12, 2024 12:30P
JoAnn Doyle
TOWN CLERK
CROMWELL, CT

MEETING MINUTES
Cromwell Library Commission
Regular Meeting
Monday, April 8, 2024
at 6:30 p.m.
The Arch Room

Present: Chairman Kathy Newton, Marie Roberto, Margaret Colella, Christina Schatz, Martha Rennie, Barbara Grotheer, Pat Branciforte

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

1. Call to Order:

The meeting was called to order by Chairman Kathy Newton at 6:32 p.m.

2. Approve/Amend Agenda:

Chairman Kathy Newton asked for a motion to approve the agenda, for Monday, April 8, 2024. A motion was made by Barbara Grotheer to approve the agenda, seconded by Marie Roberto. *All in favor; motion passed.*

3. Approval of Minutes of March 11, 2024:

A motion was made by Paula Luna to approve the minutes of March 11, 2024, seconded by Margaret Colella. Barbara Grotheer and Pat Branciforte abstained. *All in favor; motion passed.*

4. Town Council Liaison Comments:

Councilwoman Paula Luna stated that the Board of Education budget and the Town budget were both sent to the Board of Finance, and they are still being reviewed.

Congressman John Larson spoke at the Senior Center on April 4th to a group of seniors; focusing specifically on Social Security. His presentation was very interesting.

The sidewalk connection completion project is underway, with the continuation of sidewalks down to Pierson Park. Public Works is in spring mode – cleaning up after the winter.

5. Citizens' Comments:

None

6. Reports:

Chairman's Report –

Chairman Kathy Newton thanked everyone who helped out with the book sorting in preparation for the book sale.

Library Director-

Staffing - Fully staffed.

Seed Library - The seed library opened on 3/22/2024. There was a huge turnout for seeds.

School Visit/Food Scraps - Assembly scheduled for April 24th at Woodside Intermediate School.

Nesting Balls - The Community Foundation of Middlesex County, the Mary Janvrin and Natalie Janvrin Wiggins Fund for Birds, Other Animals and Nature and A Pocketful of Posies donated 20 nesting balls for the library to distribute.

Earth Day Cleanup - The library was asked to participate in the town's Earth Day Cleanup planned by the Transfer Station Superintendent. Not only will the library be represented by staff during the event but the Adult Services Librarian also helped to design the logo for this year's event.

Propagation Station - The library had a very successful event for the opening of its propagation station. Many people brought with them and left with new cuttings or freshly potted plants. The library will continue to offer this passive program located above the Seed Library.

Passport to Libraries - CBPL is once again participating in this biannual event. Similar to the CT Wine Trail, patrons are asked to visit libraries across the state and have their passport stamped. Passports can be submitted for prizes.

Fun Stats - The library's Facebook page visits have increased 348.148% and Instagram page visits have increased 294.737% from the year 2022 to 2023!

Strategic Plan Update –

Community

Coffee bar (HE) - We have been leaving the cart until 4 PM and lots of people have been utilizing it with its new location (front facing at entrance). Staff have mentioned expanding our offerings and even having coffee classes. We may have a connection with a local coffee shop.

Clean out furniture in the children's area and history room (HE) - Some of the furniture has been auctioned, claimed and already picked up. We have been given the green light to dispose of the items that no longer work in the history room. We will be speaking with Transfer Station Superintendent about the best way to dispose of these items.

Dramatic Play Area (HE) - Hugely successful. The area is currently set up to look like a coffee shop. The theme will be rotated to keep it fun.

Technology

Update Microsoft (HE) - Staff have reached out to Nick from A&C to hear of the best way to do this. Initially we were purchasing from TechSoup but this option is not proving as advantageous as it once was.

Purchase new PC's (HE) - Same as above. Staff have chosen models and are waiting to for input from A&C to determine recommendations as well as cost.

Database Tutorials (LE) - Not yet.

Fun Technology (LE) - Not yet.

Streaming Sticks (HD) - Still investigating.

Access

Outdoor Library Area (LE) - Spring.

Formal Homebound Plan - (LE) Plan a meeting with Amy.

Outreach (HD) - Emily has been at multiple events in the past few weeks-Literacy Night, Career Fair and three pre-school visits.

Lighting (LE) - Need a quote from Lighthouse.

Changing Tables in Belden Room - (HE) The need for additional changing tables was evident and Building Maintenance was happy to oblige and install one in each of the bathrooms in early March.

Communication

Library Merch (HE) - Not yet.

Monthly Email (HE) - There was some question about the timeliness of what was going to be sent. First email should be this week.

Advertise Programs at Programs (HE) - Ongoing.

Social Media Statistics (HE) - Ongoing.

Database Marketing (LE) - Not yet.

Ancestry by Appointment (LE) - Summer?

Clean up old social media (LD) - Done.

HE=High Impact/Easy

HD=High Impact/Difficult

LE=Low Impact/Easy

LD=Low Impact/Difficult

Statistics –

The door count was down, but the library was also closed for three days. Numbers are still looking good. The seed program numbers were only across 11 days. The Young Adult Program increased significantly due to the Career Fair.

Finance Report –

The remaining money will be spent down; with Director Canney leaving some in reserves for Hoopla and Kanopy.

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: None

8. New Business: None

9. Other: Pat Branciforte thanked Director Canney for a wonderful Eclipse Day Program.

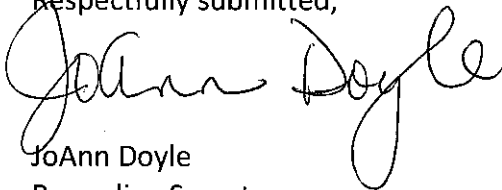
10. Next Meeting Date:

The next meeting date is Monday, May 13, 2024.

11. Adjournment:

A motion was made by Marie Roberto to adjourn at 7:19 p.m., seconded by Margaret Colella. *All in favor; motion passed.*

Respectfully submitted,

A handwritten signature in black ink, appearing to read "JoAnn Doyle". The signature is fluid and cursive, with the first name "JoAnn" and the last name "Doyle" clearly distinguishable.

JoAnn Doyle

Recording Secretary