

**BOARD OF AGENTS –  
SILAS BRONSON LIBRARY MINUTES –  
Tuesday April 18, 2017**

**PRESENT:** President Decarlo, Secretary Rossi, Agents Albini, Beatty, Cullinan, Harrell, Ranando, Ryan, Wrenn

**ALSO:** Heidi Barbieri, Lisa Bartkus Director Guest

**CALL TO ORDER:** President Decarlo called the meeting to order at 4:05 p.m.

**AGENDA: MMSP** (Rossi, Ryan) to approve the agenda as published.

**MINUTES: MMSP** (Harrell, Ryan) to approve the March 21, 2016 minutes as published. Agent Albini abstained.

**COMMUNICATIONS/PUBLIC COMMENT:**

None

**DIRECTOR'S REPORT—part of board packet:**

**Front Plaza Project**

Director Guest stated that the first phase of the front plaza project would be to create a temporary handicap ramp for the rear patron entrance.

**FY18 Budget Request**

Cuts to the request included: elimination of a new staff position of Development/PR Specialist, reduction of the book budget(book budget includes funding for more than books) by \$42,500. Director Guest noted that this amount is \$35,000 ahead of last year's amount even when the cut is included.

Statistics hold steady.

Director Guest commented that the Give Local campaign run by the CT Community Fund would be scheduled to take place on April 25-26. The Bronson FOL group is a registered participant. Agents were asked to share this information.

**Philip Benevento Fund**

MacDermid Performance Solutions and its CEO, Frank Monteiro, have made a generous donation (\$10,000 plus an additional \$2,500 for the inaugural year) to the FOL to establish the Philip Benevento Fund for Cultural Programs for Adults. Semina DeLaurentis is planning the inaugural performance scheduled for June 8. In the future, interest earned will be used to fund the programs. Solicitation letters have been sent out in hopes of matching the initial donation of \$10,000.

**Connecticut Library Association Conference**

Director Guest stated that 8 members of the staff will be attending the CT Library Association's Annual Conference on May 4-5. The Library's newsletter, Books and Happenings will receive an award for outstanding public relations.

**Committee Reports:**

**Finance:**

Agent Wrenn reported that the Finance and Fundraising Committee had met to discuss the building needs and how to get the projects done.

Discussion:

How to close the gap in funding for renovation of the children's Room(\$61,000 on hand, an additional \$70,000 needed).

Latest summary of endowment fund was distributed for reference. \$1,115,902 is the restricted amount.

\$230,871(unrestricted) is currently available.

Traditionally, the Library Board has approved an allocation of 4% of the total value of the fund for use as part of the annual budget.

Dilemma: Renovations/repairs should be paid for by the City. If Friends/Board provide funding, the city may balk at providing support in the future.

It would be beneficial to complete the projects in one go rather than piecemeal.

Further discussion is needed. Agent Ranando will review the FOL budget to see if funding is available.

**Buildings Projects:**

Agent Rossi distributed copies of a summary of Building Projects committee meeting that had taken place on April 12. Agents also received a comprehensive list of proposed building projects. Priority projects for this year include: creation of a computing center in the east wing of the building; relocation of the computer lab, teen/ya space, and the art gallery; renovation in the Children's Room. It was noted that, after some discussion, the Building Projects Committee had recommended approval to proceed with the proposal for renovations as presented by Director Guest.

**Hall of Fame:**

President Decarlo noted that voting for Hall of Fame inductee will take place in May. Individuals who have made submissions have been contacted and been invited to speak on behalf of their nominees. The Board will have the opportunity to vote on final approval in June.

**Friends of the Library:**

None

**Other:**

Agent Cullinan noted that the Prosser Library has distributed library cards for use by teachers and administrators in Bloomfield. Bronson Library might consider a similar program.

**OLD BUSINESS:**

**Treasurer Vacancy:**

President DeCarlo is still working to fill the vacancy. It was noted that the Treasurer doesn't have to be a Waterbury resident. Hopefully this position will be filled by the summer.

**NEW BUSINESS:**

**MMSP** (Rossi, Harrell) to approve payment of Bronson bills of \$1618.64.

**ADJOURNMENT:** MMSP (Albini, Ranando) to adjourn at 4:41 pm.

**NEXT MEETING:** Tuesday May 16, 2017- 4 p.m.

Respectfully submitted:

Joan Rossi, Secretary