

**BOARD OF AGENTS –  
SILAS BRONSON LIBRARY MINUTES –  
Monday March 18, 2019**

**PRESENT:** President De Carlo, Vice President Wrenn, Secretary Cullinan, Agents: Ranando, Ryan, Harrell, Ogrodnik, Beatty, Albini, Cummings, Van Stone

**ALSO:** Director Raechel Guest, Heidi Barbieri, Lisa Bartkus, Alderwoman Martinez-McCarthy

**CALL TO ORDER:** President De Carlo called the meeting to order at 6:05 p.m.

**AGENDA: MMSP** (Ogrodnik, Harrell) to approve the agenda.

**MINUTES: MMSP** (Cummings, Ogrodnik) to approve the February 25<sup>th</sup> meeting minutes. Secretary Cullinan and Agent Van Stone abstained.

**COMMUNICATIONS/PUBLIC COMMENT:**

**DIRECTOR'S REPORT**—included with board packet:

- U.S. Census 2020
- East Wing/Teen Zone Renovation
- Cash Handling Procedures
- Bequest from Anne Lattanzio
- In-Kind Donations
- Friends' Book Sale
- Front Plaza
  - § Do we have any new developments on the discoloration of the concrete for the front plaza?  
Not yet we do not.

**Finance & Funding:**

At Thursday's meeting we discussed:

- Lattanzio bequest – we are still investigating the restrictions with the attorney.
- Investment Policy – Still on hold until we meet with Wells Fargo and the Finance Department.
- A motion to transfer \$25.00 donation from Lisa Berkowitz in memory of Ted Yampanis, \$30.00 donation from Barbara Ranando in memory of Donald Garber and a \$25.00 donation from Paul & Elizabeth Santoro in memory of Louise Boulanger to the Bronson Book Budget was made by Agent Ogrodnik and seconded by Agent Ryan and approved unanimously.

**Building & Projects:**

At Today's Meeting we discussed:

- Library Park Renovation
  - § Director Guest will be attending all meetings
  - § Park will be closed for 1 year. No official closing date has been set.
  - § Mardi Gross effect, Director Guest discussed partnering with City Hall to have some of it over there. Agent Harrell suggested getting the Post College employees involved.
  - § Dividing line between the City's property and the Library's property  
There used to be, Agent Ranando went digging thru the archives to find this information and we were unable to figure it out from our findings.
  - § A letter from the BOA should be sent to the Committee regarding the Library Park renovations so that we can give suggestions since the park is such an important part of the Library. The BOA should also formally request that Director Guest be added to the Committee.

## Hall of Fame:

- On hiatus

## Friends of the Library:

- Books Sale – I was just updated by Director Guest that the Book sale is no longer taking place on Bank Street but it is now at the Library on different dates
- Janet from the Friends will be going to the University of Hartford on March 23<sup>rd</sup> for a vendors conference from 9:30 to 1pm
- 17 Books were sold after the recent visit from a local author.
- Friends Meetings will be taking place at 6pm for June, July and August and I will be unable to be the board's liaison as I have a conflict with another meeting.
  - § Agent Ranando has volunteered to be the Boards liaison with the Friends. A motion to replace Agent Harrell with Agent Ranando as the Boards liaison with the friends was made by Agent Beatty and seconded by Agent Cummings and approved unanimously.
- Give Local  
April 23<sup>rd</sup> and 24<sup>th</sup>

## Waterbury Cable Council:

- The January Meeting was cancelled. A copy of the letter President De Carlo sent to Monroe Webster from the Mayor's Office was sent over to Nancy at the Waterbury Cable Council.

## Sunshine Fund:

- Bank Difficulties
  - Transferred funds to Webster Account
  - Add Vice President Wrenn as additional signer
  - Anyone who has not yet contributed can do so if they wish

## Other:

Tracy Scholarship – Applications have been given out. We have not yet heard any further information as yet.

Sisters to Sisters will be having a book signing by a local author information can be found in Books & Happenings.  
Food Drive – we also did a food drive in the month of February and donations were given to St. Vincent De Pauls soup kitchen

## OLD BUSINESS:

Treasurer Vacancy – we are still in the process of finalizing this vacancy. Hopefully this will be a vote at next month's meeting.

Events & Fundraising Committee – President De Carlo will meet with Secretary Cullinan to review the next steps of this committee.

## NEW BUSINESS:

**MMSP** (Ryan,Beatty) to approve payment of Bronson bills of \$75.00

**ADJOURNMENT: MMSP** (Cummings, Harrell) to adjourn at 6:36 pm.

**NEXT MEETING:** Monday April 15, 2019 – 6 pm,

Respectfully submitted:

Lisa Bartkus for Anne Marie Cullinan -- Secretary