

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

PRESENT: President De Carlo, Treasurer Stango, Agents Ranando, Van Stone, Ogrodnik, Beatty, Cummings

ALSO: Director Raechel Guest, Heidi Barbieri, Miki MacKennedy

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

APPROVAL/ADDITIONS TO THE AGENDA:

On a motion by Lana Ogrodnik, duly seconded by Sue Beatty the approval of agenda and any additions to the Monday, November 18, 2019 Meeting of the Library Board Of Agents.

MINUTES: MMSp: *On a motion by Lana Ogrodnik, duly seconded Barbara Ranando, to approve the October 21, 2019 meeting minutes.*

COMMUNICATIONS/PUBLIC COMMENT:

- None

DIRECTOR’S REPORT—included with board packet:

- Donation to the Library
- Staffing updates

Library III position has been posted.

We are still waiting for Administrative Specialist I Candidate List.

We still do not have permission to fill the Librarian II position.

Human Resources asked, if we could reopen Bunker Hill on Saturdays, but there is not enough staff.

- Facebook Reach [47,000 people]

Treasurer’s Report: None

Finance & Funding: None

Building & Projects:

- Report

Fountain in front of library is closed for the season.

The ramp in back of library is set to be refurbished in the future.

There is a work order in to repave the parking lot in back of Bunker Hill Branch.

New tiles are due to be installed.

We have computers to be installed as replacements.

Accepted as read

Hall of Fame: None

Friends of the Library:

- Fundraisers
 - We are having our first fundraiser this weekend at Town Hall November 23, 2019.
 - Tote Bags are to be printed.
 - \$5.00 a bag Sale on black Friday
 - The Gaming Tournament is on December 30, 2019.

Waterbury Cable Council: None

Sunshine Fund: Funds are low. [Email members]

OLD BUSINESS:

- Regarding proposed Code of Conduct Library Policy-included Board Policy and user friendly version
- **Tabled** [October's Meeting] – for review from Corporation Council
- Library Park Update-Improvements Power Point Presentation given by City Plan Department.

NEW BUSINESS:

- Christmas Eve/New Year's Eve Hours
Close library at 5:00 p.m.

On a motion by Lana Ogrodnik, duly seconded by Barabara Ranando, the Library Board of Agents voted to close library at 5:00 pm on Christmas Eve and New Year's Eve.[Vote to stay open til the end of business on Thursday of this week.]

- Approval of Bronson bills paid: **\$1634.88**
(this total includes the following bill and their respective amounts):

Bronson Fund (56125)	
Professional Misc (589201)	John Ditoto-\$324.21-Conference
Other Supplies (569000)	MPLC-\$309.69
	John Ditoto-\$75.98
Dues and Publication(589900)	CLC Membership Dues-Public Library \$925

On a motion by Lana Ogrodnik, duly seconded by Barabara Ranando, the Library Board of Agents voted to approve bills. [Vote to stay open til the end of business on Thursday of this week.]

ADJOURNMENT: MMSP

On a motion by Sue Beatty, duly seconded by Ogrodnik, the Library Board of Agents adjourned at 6:53 pm.

NEXT MEETING: Monday December 16, 2019 – 6:00 pm.

RG/rf