

**BOARD OF AGENTS
SILAS BRONSON LIBRARY MINUTES
Monday, February 24, 2020**

PRESENT: President DeCarlo, Vice President Wrenn, Agents Beatty, Harrell, Ogrodnik, Ryan, Ranando, Cummings

ALSO: Director Raechel Guest, Heidi Barbieri, Lisa Bartkus, Miki MacKennedy, Jim Geary

CALL TO ORDER: President DeCarlo called the meeting to order at 6:01 p.m.

APPROVAL/ADDITIONS TO THE AGENDA:

On a motion by Agent Ogrodnik, duly seconded Agent Harrell, the approval of agenda and any additions to the Monday, February 24, 2020 Meeting of the Library Board of Agents.

MINUTES: MMSP:

On a motion by Agent Ryan duly seconded by Agent Cummings, to approve the December 19, 2019 meeting minutes with one abstention by Agent Ogrodnik.

COMMUNICATIONS/PUBLIC COMMENT: None

DIRECTOR'S REPORT: (attached)

- Challenged Books
 - Re-classified to YA
 - Was a letter sent to patron who complained – no we followed Library policy
 - Researched other Libraries – others classified as YA
- Urban Libraries Grant
 - We want to purchase chairs for MRR which would need to go out to bid

Treasurers Report: None

Finance & Funding: Holly Wrenn – Chairperson.

- Report
- Bronson Fund Budget Special Projects
 - Glass Dividing Wall for East Wing
 - § Alternative to glass
 - § Solid Wall would be cheap but would ruin the space.
 - § When we went out to bid for the computer classroom we got a price for the Teen Area as well
 - § It will be sound proof with glass and will match the Computer Classroom
 - § Glass will would replace the current folding wall and we would also put glass on the wall that currently does not go up to the ceiling.
 - Contingency Fund should read \$3,000

On a motion by Agent Ryan, duly seconded by Agent Beatty, the Library Board of Agents voted to approve the Bronson Fund Budget Special Projects of \$60,000 with 3 abstentions by Agents Ogrodnik, Cummings & Harrell.

Building & Projects: Barbara Ranando - Chairperson

- Report
- Library Park Renovations
 - Security Camera's
- Exhibit and reception for Stanley Warshafsky which we would need action from the board on that
 - Art Collection we inherited is being stored in Directors Office
 - Sell Art Collection thru Friends
 - Display and reception prior to sale
 - § Committee Formed of President De Carlo, Agent Beatty and Agent Harrell

Hall of Fame:

- Restructure Committee to meet 3/14 @ 11am
 - Committee consists of Secretary Cullinan and Agent Beatty

Friends: Barbara Ranando – Board Liaison

- Report
- 3 small in-house Make & Take Fundraisers
- Hawk Ridge Designer Handbag Bingo in May
- President De Carlo will be attending the Friends meeting each month

Waterbury Cable Council:

- At the January Meeting we discussed Comcast \$2,000 donation for expenses incurred by the Waterbury a good portion of that goes to the recording clerk. The filing fee is about \$500 per year.
- Annual Holiday Video Greeting aired over Christmas Week on Public access. Letter sent to all elected officials along with over 50 schools inviting their participation where staff goes out and records holiday related community events which seems to be a favorite among viewers.
- Next Meeting is in March and it is still on the table as to whether or not the council will disband.

Sunshine Fund: Sue Beatty

- We currently have a little over \$100

Other:

- Will we be putting any computers back into the MRR—Director Guest stated that we would not be putting any computers back into the MRR all the ones that were in the MRR previously have been relocated to the East Wing
- Aldermanic Appointments have not been made which is why we do not have a liaison right now.
- Chase Building cleanup – donating all old voters registration cards to the Library
- Staffing issues were brought to the attention of Director Guest along with detailed problems. Director Guest asked that when problems occur please bring them to her attention as soon as possible so she can correct them immediately and get any staff member additional training if needed.
- Black History Calendar was not created due to the lack of staff.

OLD BUSINESS:

- 2020 Meeting Schedule

On a motion by Agent Cummings, duly seconded by Agent Harrell, the Library Board of Agents voted to approve the 2020 Meeting Schedule..

NEW BUSINESS:

- Waterbury Cable Council – 2 Boxes of documents found in the basement – Agent Ranando will check at the next meeting in March
- 150th Anniversary Committee – Tim De Carlo, Miki MacKennedy, Raechel Guest
- Update Board Contact Information – included with the board packet for agents to make any corrections needed.
- Portrait Restoration for Silas Bronson
 - Letter writing campaign to donors throughout the city.
- Amnesty Day – April 1st

On a motion by Agent Beatty, duly seconded by Agent Harrell, the Library Board of Agents voted to approve Amnesty Day on April 1st.

- Approval of Bronson Bills Paid: \$143.92

On a motion by Agent Ryan, duly seconded by Agent Beatty, the Library Board of Agents voted to approve the Bronson Bills.

ADJOURNMENT: MMSP

On a motion by Agent Ryan, duly seconded by Agent Harrell, the Library Board of Agents adjourned at 7:00 pm.

NEXT MEETING: March 16, 2020 at 6:00 pm

Respectfully submitted:

Lisa Bartkus for Tim De Carlo - President