

**BOARD OF AGENTS –
SILAS BRONSON LIBRARY MINUTES –
Monday July 15, 2019**

PRESENT: President De Carlo, Vice-President Wrenn, Agents Harrell, Ranando, Van Stone, Albini, Ogrodnik, Beatty, Ryan

ALSO: Director Raechel Guest, Heidi Barbieri

CALL TO ORDER: President DeCarlo called the meeting to order at 6:03 p.m.

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

MINUTES: MMSP (Ryan, Harrell) to approve the June 17th meeting minutes. Agent Ogrodnik abstained

COMMUNICATIONS/PUBLIC COMMENT:

DIRECTOR’S REPORT—included with board packet:

- Stanford Warshasky
 - § Attorney sent copy of will to Library
 - § Will was sent over to Corp Council because he crossed off the Library but never made final changes to his will in case the will is contested.
 - § No objections were made on submitting the write up from the Directors report with a couple of exclusions to the Republican American.
- Front Plaza
 - § Spray paint on sidewalks
- Whale Update
- ALA Annual Conference
- Summer Interns
- Staffing Updates
 - § More detail on staffing vacancies was reviewed
 - § With the cross training is there any issues with the union
 - § Are the vacancies posted yet? Personnel Req’s have been submitted to HR
 - § How will programs be affected?
 - § Can we use volunteers? Union restricts volunteers from doing union jobs.
 - § If we cut Saturday’s can we stay open during the week until 9 pm?
- Patron Services
 - § How do lockers lock? Each locker has a key.
 - § What happens if they take the key? We have a backup key for each locker.

Treasurer’s Report:

Finance & Funding:

At Thursday’s meeting we discussed:

- We reviewed the Actual vs Budgeted for FY 19 next month we should have the final report.
- Only a couple discrepancies on the deposits which seem to be from the same staff member who is no longer with the Library.
- We do not have a new Wells Fargo statement and hope to have one for the next meeting.
 - § Are we still having our conference call tomorrow night? Yes scheduled at 6:30.

Building & Projects:

At Today’s Meeting we discussed:

- Fountain – is currently working but still has a couple of problems
- Tiles in MRR have been selected and an order has been placed.

- First Saturday in September closure due to Brew fest but the possibility exists of closing due to our staffing levels.
- Alarm – went off a couple of weeks ago and it was determined it could be a sensitivity issue.
- Library Park – email from Mark Lombardo on the update of the work on the Park was read to the board. President De Carlo will reach out to the Chief of Staff once he returns from vacation. He will also make a request that he attend to our next meeting to update the board.

Hall of Fame:

- Waiting on the meeting to be called for the re-structure.

Friends of the Library:

- Meeting was devoted to Elections and have some new officers elected and we should have a more active Friends.

Waterbury Cable Council:

- July Meeting we discussed the future of the cable council and what they anticipate doing in the future

Sunshine Fund:

- Just wrote out a check for O'Rourke and Birch for flowers that were sent to staff member who is out on extended sick leave. We currently have approximately \$110.00.

Other:

OLD BUSINESS:

- Annual Meeting is scheduled for August 19th @ 5pm.

NEW BUSINESS:

MMSP (Ryan, Ogrodnik) to approve payment of Bronson bills of \$1,327.59

- Director Guest did a brief review of the bills.

ADJOURNMENT: MMSP (Beatty, Ryan) to adjourn at 6:38 pm.

NEXT MEETING: Monday August 19, 2019 – 6 pm,

Respectfully submitted:

Lisa Bartkus for Tim De Carlo – President