

**BOARD OF AGENTS
SILAS BRONSON LIBRARY MINUTES
Monday, August 16, 2021**

PRESENT: President De Carlo, Vice President Wrenn, Agents Beatty, Harrell, Ryan, Van Stone, Stephenson (phone in)

ALSO: Raechel Guest Mary Jane Boucher, Joe Stango (phone-in)

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

APPROVAL/ADDITIONS TO THE AGENDA:

On a motion by Agent Harrell, duly seconded by Agent Ryan, the approval of the agenda and any additions to the Monday August 16, 2021 Meeting of the Library Board of Agents.

MINUTES: MMSP:

On a motion by Agent Harrell, duly seconded by Agent Ryan, to approve the July 19, 2021 meeting minutes.

COMMUNICATIONS/PUBLIC COMMENT: None

DIRECTOR'S REPORT: Raechel Guest – Attached

- Fine Free Libraries
 - Average income \$15,000 yearly
 - 2.4% of income to support Library without the \$15,000 we would use 2.9% which is under the 4%.
 - Finance Committee supports this policy
 - Items not returned by due date will convert to lost books until returned.
 - Letters will be sent to patrons about items not returned converting to lost items
 - Policy for next meeting for boards approval
- Staffing & Saturdays
 - Can we do Saturdays 9-3
 - That would leave staff having to work 6 days in the work week to make their hours and we cannot do that.
 - Monday's 9-4:45
 - 1 shift for staff
 - Board needs to change meeting dates

Treasurers Report: Joe Stango

- Reviewed Market and Wells Fargo Snapshot
- Supported fines not being charged to patrons
- Requested we ask Wells Fargo for the breakpoint for fees.

Finance & Funding: Holly Wrenn – Chairperson.

- FY 22 Bronson Budget
 - On a motion by Agent Ryan, duly seconded by Agent Beatty, to approve the Bronson Fund Budget for FY 22 \$67,758.00*
 - *On a motion by Agent Ryan, duly seconded by Agent Van Stone to transfer \$40.00 from the Frank & Gina LaRosa Donation to the Bronson Book Budget.*
 - *On a motion by Agent Ryan, duly seconded by Agent Harrell to transfer \$20.00 from the William Mahoney Donation to the Bronson Book Budget.*

Building & Projects: Tim De Carlo – Chairperson

- None

Hall of Fame: Tim De Carlo – Board Liaison

- None

Friends: Tim De Carlo – Board Liaison

- 501C3 still pending
- October 15th Designer Purse Bingo Fundraiser – Hawk Ridge Winery
- Waiting to hear about the Fall Holiday Marketplace

Waterbury Cable Council:

- None

Sunshine Fund: Sue Beatty

- Just over \$100

Other:

OLD BUSINESS:

- Board Openings – 3 Democrat & 1 Republican
- City Mask Policy
- Staff resignations/retirements

NEW BUSINESS:

- Board Meeting Date changes
 - Third Tuesday of the month for September, October & November

On a motion by Agent Ryan, duly seconded by Agent Beatty the Board of Agents changed the Meeting dates to the third Tuesday with the following dates : September 21st, October 19th & November 16th at 6pm

On a motion by Agent Ryan, duly seconded by Agent Beatty, the Library Board of Agents approved the Bronson Bills in the amount of \$478.50

ADJOURNMENT: MMSP

On a motion by Agent Ryan, duly seconded by Agent Stephenson the Library Board of Agents adjourned at 6:43 pm.

NEXT MEETING: September 21, 2021 at 6:00 pm

Respectfully submitted:

Lisa Bartkus for Tim De Carlo, President