

**BOARD OF AGENTS**  
**SILAS BRONSON LIBRARY MINUTES**  
**Tuesday, May 17, 2022**

**PRESENT:** President De Carlo, Vice President Wrenn, Secretary Geary, Agents, Cummings, Harrell, Ryan, Van Stone,

**ALSO:** Raechel Guest, Mary Jane Boucher, Lisa Bartkus

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

**APPROVAL/ADDITIONS TO THE AGENDA:**

*On a motion by Agent Cummings, duly seconded by Secretary Geary, the approval of the agenda and any additions to the Tuesday May 17, 2022 Meeting of the Library Board of Agents.*

**MINUTES: MMSP:**

*On a motion by Secretary Geary, duly seconded by Agent Cummings, to approve the April 19, 2022 meeting minutes.*

**COMMUNICATIONS/PUBLIC COMMENT:** None

**DIRECTOR'S REPORT:** Raechel Guest – Attached

**Treasurers Report:** Joe Stango

- Reviewed Wells Fargo Account
- Discussion regarding the \$81,000+ in Cash
- Meeting with Finance Dept., Finance Committee and Wells Fargo

**Finance & Funding:** Holly Wrenn – Chairperson.

- Discussion on \$81,000+
  - Finance Dept. recommended re-investing into the market
- *On a motion by Agent Cummings, duly seconded by Vice President Wrenn to reinvest the \$81,000 + in accordance with the managers professional opinion*
- *On a motion by Agent Cummings, duly seconded by Agent Ryan to transfer the \$738.50 donation from Jack Paul Noujaim Community Foundation donation to the Bronson Book Budget for the purchase of Children's Books*
- *On a motion by Agent Cummings, duly seconded by Vice President Wrenn to amend the previous motion to reinvest the \$81,000+ to allow the Wells Fargo Manager to reinvest \$70,000 of the approximate \$81,000*

**Building & Projects:** Jim Geary – Chairperson

- Submitted Capital Projects list to WDC to look for grants to assist in funding
  - Fire Panel
  - HVAC
  - Replacement of Bronze Panels on Building Exterior
  - Teen Zone Wall
  - Rear Patio Update
  - Side Patio Update
  - Convert Dumbwaiter in MRR to Passenger Elevator
  - Renovate and update MRR

**Hall of Fame:** Tim De Carlo – Board Liaison

- None

**Friends:** Tim De Carlo – Board Liaison

- 501c3 Approved
- October 14<sup>th</sup> Literacy Volunteers & Friends Designer Bag Bingo Fundraiser

**Waterbury Cable Council:**

- None

**Sunshine Fund:** Sue Beatty

- None

**Other:**

**OLD BUSINESS:**

- Tabled motion for allocation of \$50,000 from Bronson Fund for the Library Information Technology Improvements in the City's FY22 Capital Budget
  - Waiting for quotes regarding tabled motion
- Building Projects/Capital Projects
  - Submitted Capital Projects list to WDC in search of grants to assist in funding projects

**NEW BUSINESS:**

- Bequests & Donation Spreadsheet
  - Staffing Levels
  - Progress Time Frame
  - Quote for Audit of Bequests
    - Run by Finance to identify Cost of Audit

*On a motion by Agent Cummings, duly seconded by Agent Ryan to obtain quotes to audit the Library Bequests.*

*On a motion by Agent Cummings, duly seconded by Agent Ryan to pull the motion to obtain quotes to audit the Library Bequests*

*On a motion by Agent Cummings, duly seconded by Agent Ryan to Identify with various agencies to identify the costs to be able to audit/ascertain the percentages of the Library Bequests so we can track this going forward*

**ADJOURNMENT: MMSP**

*On a motion by Agent Ryan, duly seconded by Agent Van Stone the Library Board of Agents adjourned at 6:47 pm.*

**NEXT MEETING:** June 20, 2022 at 6:00 pm

Respectfully submitted:

Lisa Bartkus for Jim Geary, Secretary