

# WATERBURY PUBLIC LIBRARY COMMISSIONERS' MEETING MINUTES

28 North Main Street

Monday, February 11, 2019 - 5:00 PM

Present: Dan DeSanto, Shannon DeSantis, Alice Durkin, Almy Landauer, Susan Mazza, Christine Wulff

1. Meeting called to order at 5:05
2. Agenda adopted as presented
3. January 2019 minutes approved
4. Farewell to Alice!!! Thank you to Alice Durkin for ten years of service to the Waterbury Public Library.
5. Staff Visit: Judi Byron: Judy is the adult programming coordinator. Programming ideas come from community members who make suggestions, people in town who have an area of expertise and offer to present a program, from programming at other libraries, and staff brainstorm once a quarter. Programming goal is to appeal to a broad spectrum of community members; always trying to think of ways to bring in new community members, uses a rubric to help plan events as the library wants to have a broad scope that reaches a wide, diverse audience

Currently there is a series of events around the Vermont Reads book, March. Kick-off event to see VYO in Burlington; as March is a graphic novel there will be a cartooning event on Saturday, March 2; William Edelglass presentation on history of concept of race on March 13; a book discussion on March on April 23; and Friends sponsoring an event with Mary Filmore presenting on Dutch example of resistance at their annual tea on May 19.

Judy is responsible for event PR: Press releases for newspapers and radio, Facebook, FPF, library website, posters, displays in the library

Meeting deadlines around projects and planning so many events when only working 22 hours a week can be challenging

6. Treasurer's Report: Trust balance is up a bit; In answer to request at a previous meeting, the fund was at its' highest (658,542) at year end 2013. This was prior to beginning contributions to the new library building.

- *Alice reminded commissioners that they need to go to VSECU and update the signature cards in person.*
- *Susan needs to contact TDBank (they administer Joslyn/Howland trusts)*
- *Susan and Alice will meet to discuss specifics of Treasurer position*

7. Town Manager's Report: Bill unavailable this evening

8. Library Director's Report: looking to increase the number of children's programs offered and make the children's room more vibrant and active. Almy and Michelle meeting to set goals around children's programming

9. Other Business:

- *Planning for Town Meeting: Dan will be at Town Meeting to answer any questions that may come up*
- *Library Director evaluation planning: Almy is working on a self-evaluation after her first six months; a full, formal evaluation will take place next year. Dan will solicit informal feedback from staff*
- *Capital campaign funds for library furnishings: \$5,942.00 for a few more study tables, chairs, back jacks for the children's area, spinning racks. Additional will be needed for bathroom curtains, blinds for upstairs windows. Motion made and unanimously approved in support of the use of \$6,000.00 for furnishings. When Almy has a specific quote for cost of blinds and curtains, the Commissioners will vote on that specific amount.*
- *Narcan trainings for libraries: Almy attending training on April 5, will bring information back to the Commissioners' meeting*
- *Garden maintenance & upkeep: Book garden club is maintaining the Book Garden itself but help is needed with surrounding areas; Almy will ask Town if they have anyone who can take on weeding and mulching shrubs, weeding along edges of path, and replenishing crushed stones as needed*

10. Meeting adjourned at 6:45pm

Next Regular Meeting – Monday, March 11th, 2019 @ 5:00