

WATERBURY PUBLIC LIBRARY COMMISSIONERS' MEETING
Monday, December 14th, 2020 - 5:00 PM
Regular Monthly Meeting, by Zoom videoconference
(Duly warned on Friday, December 11th, 2020)

Attending:

Christine Wulff, Co-Chair
Shannon DeSantis-Gile, Co-Chair
Curtis Ostler, Commissioner (Secretary)
Susan Mazza, Commissioner (Treasurer)
Dan DeSanto, Commissioner (past Chair)
Almy Landauer, Library Director (ex-officio)
Bill Shepeluk, Town Manager (ex-officio)

Absent:

No Commissioners absent

Guests:

No guests attended

Minutes:

1. Meeting called to order at 5:03
2. No changes to agenda, motion to approve agenda by Curtis, seconded by Shannon, approved unanimously
3. Motion to approve November 2020 minutes by Dan, seconded by Christine, approved unanimously
4. Town Manager's Report
 - a. Not much to report as Bill has been working on the Town budget. Town is still mostly closed to visitors; highway crew on alternating weeks to limit exposure. No questions for Bill.
5. Treasurer's Report
 - a. No significant change in the finances.
6. Library Director's Report
 - a. Some discussion on the RB digital changeover; appreciation for the "We're here for you" promotion on Facebook and Front Porch Forum
7. Other Business
 - a. 2021 budget – reviewed the draft budget supplied by Almy that she created with Bill's input. Unemployment insurance, health insurance, and worker's compensation are up dramatically, but that is state-wide due to COVID, and not unique to town or library; virtually no raises since 2019, and minimal

staff expense increase (.03%) for 2021, offset by reduction in other expenses. This includes following through on the plan to increase the tech position by 4 hours per week, which is definitely needed, especially in this tech-heavy year. Spending reductions of 2020 will likely create a balance forward, allowing the library to propose a budget equal to or less than the 2020 budget. This accomplishes not raising the tax rate to support the library.

- b. Public computer replacement – Bob Butler provided a price for purchasing and installing new computers; discussion about accepting a combination of donated computers from VTC and new computers, all installed by Bill. Also discussion on budgeting for regular, annual computer replacements, perhaps at two per year to create a four-year rotating cycle. More decisions on this in January when real numbers are in to finalize a budget.
- c. Follow up commissioner recruitment – discussion on a candidate who is interested.

8. Meeting adjourned at 5:58

Next Regular Meeting – Monday, January 11, 2020 @ 5:00