

WATERBURY PUBLIC LIBRARY COMMISSIONERS' MEETING  
Monday, April 12<sup>th</sup>, 2021 - 5:00 PM  
Regular Monthly Meeting, by Zoom videoconference  
(Duly warned on Friday, April 9<sup>th</sup>, 2021)

Attending:

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

Absent:

*No Commissioners were absent*

Guests:

Jill Chase  
Scott Stockwell  
Carol Chase Hardy  
Deb Olsen

Minutes:

1. Meeting was called to order at 5:04pm
2. Susan moved to adopt the agenda as-is, seconded by Curtis, approved unanimously
3. Shannon moved to approve the March 2021 minutes, seconded by Susan, approved unanimously
4. Public Comment
  - a. Scott Stockwell made a statement and asked questions of Almy. The Town Manager explained that public employees have certain protections under the law, and this is not necessarily the forum to have this dialogue.
  - b. Scott Stockwell made a statement and asked similar questions to the Commissioners; Curtis stated that the Commissioners are obligated to protect the privacy of employees, and that we cannot state publically what is being done or what was or was not done. Maroni thanked Mr. Stockwell for his concern and comments, but also reiterated that we as Commissioners are constrained by privacy, legal, and moral rules.
5. Town Manager's Report
  - a. Bill presented an early look at the budget, explaining what items are spent at what timing; the budget is basically right on target at this time of year.
  - b. Some computer hacking attempts created some extra, unbudgeted work for our computer services contractor.

- c. With some recent vacancies, the library budget may be erratic for a short time, as will the health insurance budget for the same reason.
6. Treasurer's Report
  - a. Susan reviewed the Treasurer's report and described recent changes in allocation of funds, navigating to more stable stocks. The Morgan Stanley account is holding up well – advisors are recommending a 75/25 split. The library has withdrawn the funds to pay to the town and has them available – Bill indicated that receiving them by the middle of May would be best.
7. Almy presented the Library Director's Report
  - a. Almy described some of the computer issues that added to expenses
  - b. Almy reported that one of the grants she applied for was awarded: American Library Association for \$3,000; the project is called Understanding Our Differences, Our Sameness, focusing on new Americans in Vermont
    - Christine made a motion to enter into Executive Session inviting Almy Landauer and Bill Shepaluk, for the purpose of discussing contracts because premature public knowledge would clearly place the public body or person involved at a substantial disadvantage. Seconded by Curtis, approved unanimously. The Commissioners went into Executive Session, at 5:40.
    - The Commissioners exited Executive Session at 6:25; no action was taken
8. Other Business
  - Reopening of the Library: revised Phase III
    - Discussion about the revised Phase III reopening plan
    - Almy will complete revisions to the plan in time for the Commissioners to vote to approve the plan in the May 10<sup>th</sup> meeting, as well as set an opening date.
  - ARP (American Rescue Plan) Funds
    - Bill said there were many iterations of what the municipality will receive and how it can be spent; Bill is seeking final answers on that.
    - Curtis said that the library meeting with Senator Sanders was mostly the senator asking libraries what they need, and hearing how they have adapted during COVID.
    - Almy stated that the VT Dept. of Libraries will receive slightly over \$2 million. They are working on a plan as to how these funds will be used to support VT libraries.
  - Staffing Update
    - Almy introduced that she has hired a new staff member who started today
    - Almy requested that the Youth Services position be increased from 35 to 40 hours. This would enable the position to do more community outreach, and establish new programs. Bill explained the implications to the budget not just for this year, but for coming years. The Commissioners agreed that this may be a worthwhile increase, because Youth Services are so significant to the library. No decision was made to change the hours at this time.
  - Personnel Policy
    - Discussion of personnel policy regarding grievances. Bill discussed the history of the town's personnel policies, and the challenge of determining

and applying it across all boards and commissions. Bill proposes that he work with all current boards and commissions to create and solidify a standard personnel policy. Christine volunteered to represent the Commission on that committee. Curtis moved and Shannon seconded to appoint Christine to the position, approved by majority: Curtis, Shannon, and Susan; Christine abstained and Maroni had left the meeting by this time, as it was running late and he had a prior conflict

- Curtis moved to enter into Executive Session for the purposes of evaluation of a public employee, seconded by Susan. Passed by all present (Maroni had to leave prior to the vote); Commissioners entered into Executive Session at 7:40
- The commissioners exited the Executive Session at 8:07, no action was taken.

9. The meeting was adjourned at 8:08pm

Next Regular Meeting – Monday, May 10, 2021 at 5:00pm