

WATERBURY PUBLIC LIBRARY COMMISSIONERS' MEETING
MINUTES - DRAFT
28 North Main St –SAL Room
Monday, September 12, 2022 @ 5:00 PM

Present: Shannon DeSantis Giles, Deanna King, Susan Mazza, Maroni Minter, Margaret Moreland, Rachel Muse, Bill Shepeluk

Shannon called the meeting to order at 5:04 pm

Margaret moved to adopt the agenda as amended. Susan seconded. All in favor.

Deanna moved to approve June 2022 minutes. Shannon seconded. All in favor.

Town Manager's report:

- Brief update on new town manager search.
- Discussion of investment policy template provided by the town manager.
- Review of budget, expenditures, and trust funds.
- Suggestion that we move trust funds to Edward Jones, the investment firm used by the town, because the costs/fees might be lower.

Treasurer's Report

- The VSCU account has been closed.
- Trust investment funds have been fluctuating along with the market in general.
- In the future, income from the Joslin Fund will go directly to the library accounts managed by the town.
- Shannon will investigate investment plans from other libraries.
- The Commission will invite Morgan Stanley, with which we have had a long-standing relationship, to our next meeting to discuss the investments they are handling. We may invite Edward Jones to the following meeting.
- General decision not to make investment decisions until the new town manager is on board.

Library Director's Report

- Circulation numbers are back to pre-pandemic levels; e-books are even higher than before; hard copy books are still a bit lower.
- Catalog changes are now live and patrons have generally adjusted easily. However, there have been a number of one-on-one tech appointments for assistance with necessary on-line skills.
- All non-fiction books now have Dewey Decimal System numbers.
- Summer reading programs were a huge success. Programs were added for pre-teens, teens, and adults. Sign-ups were the same within 10 days as they were in the entire summer last year.
- The library will be pursuing new art displays. There will be a reception for the new exhibits featuring artists from MakerSphere.

- Considering workshops in connection with the River of Light parade.
- The last of the funding from ARPA and the Vermont Children's Trust Fund has been spent.
- The Friends will host the Honey Bee Steel Band on October 8th at noon – this is their second large fundraising program this year. The Friends also had two pop-up book sales at the Farmers' Market. In addition, the Friends paid for the new large screen in the SAL Room.

Other Business

Strategic Planning – The Committee has had a good number of responses from the paper/on-line survey. Twenty-five non-user responses were gathered at the Farmers' Market. Notices and reminders appeared in all media. Next will be the staff focus group and the open meeting. The Committee proposed a separate retreat meeting in November with the Commissioners to discuss the results before the final report is written. Anticipated end date is December 31, 2022.

Meeting adjourned at 6:45 pm

Next Regular Meeting – Monday, October 17, 2022 @ 5pm (one week later than usual to account for Indigenous Peoples Day)

APPROVED: