

WATERBURY PUBLIC LIBRARY COMMISSIONERS' MEETING MINUTES - DRAFT

28 North Main Street – SAL Room
Monday, December 12, 2022 @ 5:00 PM

Present: Shannon DeSantis Gile, Deanna King, Susan Mazza, Maroni Minter, Margaret Moreland, Rachel Muse, Bill Shepeluk, Tom Leitz, Bruce Walbridge

Shannon called the meeting to order at 5:03 pm

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

Deanna moved to approve the November 2022 minutes. Susan seconded. All in favor.

Edward Jones Presentation

Bruce Walbridge, a financial advisor from Edward Jones, Waterbury office, reviewed the history of Edward Jones, its philosophy, and its relationship with the Town of Waterbury. Used the portfolio of the EUFD Waterbury as an example of an investment account, current position, and future strategies. In answer to a question, described how (and by whom) communication with the Town is driven.

General discussion of the recent growth in socially responsible investing opportunities.

Town Manager's report:

- Tom Leitz, the incoming Town Manager, reviewed the Library's proposed budget created in consultation with Rachel. It is predicated on a 3.7% increase in tax revenue. Overall, a 4.2% increase in expenses is projected for the Library. The largest item is for payroll and assumes a 5% across-the-board salary increase on 4/1/2023. The part-time line is lower because no extended staff leave is anticipated in the coming year. The next largest item is the Library's payment to the building operations fund.
- Budget timeline: The Library Commissioners will review and vote on the proposed budget on January 9; it should be ready to present to the Select Committee before the end of January.
- Bill Shepeluk noted that there will likely be no need to sell any of the Library's investments because the Library fund is now administered by the town.

Treasure's Report

- Susan presented a written report on the Library's financial activities since the end of 2021 and reviewed financial activity over the past month. Approximately 75% is in mutual funds and 25% is in a preferred savings account earning 3.5%.

Library Director's Report

- Rachel presented the statistics and a written report covering the past month. The format will change in 2023 because of changes in services since the pandemic.
- Cynthia, the Youth Librarian, was nominated by a patron for the Revitalizing Waterbury Acts of Kindness campaign.
- Roeki's hours have been adjusted so that she can devote more time to outreach work. She will be submitting occasional reports on her work. The Youth Librarian has been given a few more hours to devote to planning.
- Teen and pre-teen programs are growing dramatically in popularity. Because this group is spending more time at the Library after school, the SAL room will be open twice a month for use as a teen "hang-out."
- A new two-part, Saturday morning program on comfort care for geriatric pets was very well attended. room has been upgraded by attachment of a new Mac mini desktop computer. The Library has purchased an Owl 3 immersive video conference system that can also be used to present hybrid programs.
- Outreach: The Giving Tree had 80 tags this year and all were claimed within days!

Library Mission Statement

The proposed mission statement is "To Inspire Our Community to Learn, Connect and Thrive." After a brief discussion, Deanna moved to adopt the proposed statement. Margaret seconded. All in favor.

Shannon adjourned the meeting at 7:00 pm.

Next Regular Meeting – Monday, January 9, 2022 @ 5:00 pm

APPROVED: