

Willington Public Library  
Board of Directors  
Regular Meeting  
June 14, 2021

*Roll call and establishment of quorum*

*Present: Elena Testa, Kathy Ryan, KarenAnn Caldwell, Joy Wrona, Joan Taraskiewicz, Rebecca Cartabiano, Debbie Linares and Hope Grove (co-interim directors)*

**Call to order** 7:00 pm.

*A quorum was established.*

*This meeting was held online via ZOOM per Covid-19 requirements.*

**Minutes from May 8, 2021**

*Elena: second part under new business: "KarenAnn wants the members of the library board to be ambassadors for the library". "I don't think it sounds good....the best word to use would be KarenAnn suggested." Fourth item under new business: "I don't remember us voting about it... I would just add 'questions discussed'. Joan felt that this change was unnecessary*

*Rebecca Cartabiano must be added to the bank accounts at Berkshire Bank. Her name was not added correctly to the motion passed on May 8, 2021. This will come up again later in tonight's meeting.*

*Rebecca: I make a motion to accept the minutes as written. Elena second. KarenAnn, Joan, Rebecca, Kathy: Aye Elena: Opposed. the motion passed*

**Bank Accounts:**

*Rebecca's name has to be formally added to the bank accounts. A discussion was held to determine how a motion should be worded.*

*Joan: "motion that Rebecca Cartabiano be made a signer for all bank accounts held by Willington Public Library including Berkshire Bank Accounts." Elena seconded. Passed with a majority. Rebecca abstained.*

**Treasurer's Report:**

*Revenues for May: \$56.48*

*Expenditures: \$10,756.75*

**Director's Report:**

*Nothing has changed from last month in the IRS obligation or in the Previous Director's Debt.*

*Grants: We have received a grant of \$3000 from the ARPA grant. We have not received the check yet, however.*

*An Emergency Connectivity Fund grant has been applied for and the Co-Interim Directors are waiting for a call back to discuss further details. Both of these grants can be used to purchase hardware and broadband for use by students, school staff, and library patrons. Michelle Cunningham is trying to set up a meeting between the library and the principals of the schools to discuss ways to avoid duplication of efforts within the town.*

*The summer reading program will run for 8 weeks, from June 26 until August 14. The Co-Interim Directors would like to thank the Friends of the Willington Public Library for their support of this summer program. They have always paid for the prizes and the other incidentals needed.*

*Ollie the guinea pig will be coming back to the library after being fostered during COVID. A garden has been started for raising foods that Ollie can eat. Patrons are encouraged to participate in planting and to donate to the garden by providing soil plants, seed etc. to help feed him.*

**New Business:**

*A third grant, The Digital Navigation Pilot Grant, is available and the application needs to be in by June 30. Like the other two grants this grant is part of the American Rescue Plan and supports the acquisition of technology hardware. It seeks to increase digital connectivity throughout Willington. Funds are granted to the library and then dispersed throughout the town. The deadline for spending any funds that are granted is September 2022. A workshop will be held concerning grant writing in relation to this specific grant on Thursday, June 17. Information about this was sent to KarenAnn and Debbie and Rebecca. This grant is a larger grant that requires an extensive application process. Smaller libraries may want to cooperate to apply for this grant.*

*A second workshop sponsored by the Connecticut State Library Association will be held on June 29<sup>th</sup>. It will be cover grant writing in general with no specific grant targeted.*

*Accommodations for COVID have changed; Patrons who are vaccinated no longer have to wear masks while inside the library. The doors are now open for all to come in, everyone, every day.*

*The Board discussed future meetings, whether they should be held in person or using Zoom. Elena made a motion "to continue to hold Board of Director meetings via zoom until the state requires otherwise." Joan seconded the motion. The motion passed unanimously.*

*Joan brought up the situation concerning Book Club meetings. The Book Club meets on Thursday at 6:30 in the evening and the library closes at 7. This does not leave the club enough time to discuss the book. But, meeting at an alternative site breaks the connection the Book Club has with the library so the members would rather not go elsewhere. Debbie said that this kind of problem has been solved in the past by giving the leader of the group needing to stay beyond closing time a key with instructions to clean up and lock up at the end of the meeting. It was decided to continue to let groups have a key when they need to meet after normal library hours.*

*The Willington Word carries the latest events from WPL. This is a good venue for learning more about activities.*

*The work is continuing on erecting the gazebo on the lawn. Many thanks to our Public Works Dept. who had helped us move cement in and out of the library a couple of times.*

*WPL is planning on participating in Willington Day. The school libraries may be joining WPL for a combined activity (ies). There was a discussion about the board's participation in the library booth. Joan was concerned that any flyers that promoted current board members would be viewed as partisan. She felt that the political parties would have booths where this*

could be done in a non-partisan way. KarenAnn said that WPL could introduce the board members to the public in a non-partisan way and therefore could be included in the booth.

WPL has had a problem securing and retaining janitorial service. The library workers have been doing the cleaning, themselves for some time now. As a result there is \$9,000 left in the budget that had been allocated for a cleaning service. Debbie and Hope have proposed that this money be distributed to the workers who have done the cleaning to compensate them for their efforts. The Interim Co-Directors will formulate an equitable way to do this.

Joan: "I move to approve \$9,000 from the 20-21 custodial budget to be distributed to the staff on an equitable basis for custodial work done by the staff". Elena seconded. Rebecca, KarenAnn, Elena, Joan approved. No opposition, no abstentions. (Joy and Kathy had to leave beforehand, but a quorum was still met.).

Joan brought up the topic of the library's investments. The board has not decided which of two plans, if either, to adopt for the future. Joan stressed the need to discuss the two investment plans before the economic situation changes and the plans change also.

A discussion was held concerning the board's meeting schedule during the summer. Debbie said that, in the past, the board did not have formal summer meetings sometimes, but other times, these meetings were held.

KarenAnn: Should we meet during July to focus specifically on investments?

Karen Ann moved: "I make a motion that we schedule a meeting at our regular meeting time July 12 at 7pm and focus most of that regular meeting on proposals from Berkshire Bank and USA Financial Services". Elena explained that the July meeting was already scheduled so there was no need for this motion. The motion was scrapped.

The meeting was adjourned at 8:58pm .

Respectfully submitted:  
JoAnne Taraskiewicz,  
Secretary

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