

Farmington Libraries since 1901

Library Board Minutes

May 14, 2025

Attendees: Dana Pescatello, Alan Sherman, Lyman Louis, Rich Olivastro, Jocelyn Kennedy, Elisabeth Umpleby, Henry Gu, Linda Chapron, Celia Bouza, Amy Palumbo, Ida Franklin, Trish Garcia, Kate Martorelli, Norma Hartley, Gary Ontko,

Board Members Not Present: Brian Lindroth, Vanitha Patil

Guest: Janell Lovig

Quorum: A quorum was determined. The meeting was called to order at 7:02 p.m.

Public Comment: There were no members of the public present, and consequently, no public comments were made.

Approval of the April Meeting Minutes: Lyman moved, and Gary seconded, the minutes were unanimously approved with 3 corrections.

Board Chair Report:

Dana updated the board on the recent happenings and she also highlighted the upcoming events and plans:

1. Dana reminded the board that the Friends' book sale will take place from June 5 to June 7, and the library's summer reading kickoff celebration is on June 18th.
2. The June board meeting will be on June 17th to avoid conflict with the summer reading kick off celebration.
3. Dana shared that the library received a donation accompanied by a letter from Patricia Hart, former librarian of the Farmington Libraries, honoring Jocelyn. The library is also expecting another gift designated for Maker Space.
4. Dana also informed the board that SP+A will deliver the final preliminary facility report on May 29.
5. Finally, Dana noted that the new Bylaws draft will be distributed to the board members for review at the end of the meeting.

Executive Director Report:

Jocelyn provided the board with updates on personnel changes. The library recently hired a new teen librarian, Lex Krauth, who will begin on May 30. Meanwhile, Sage officially started her role as director of youth services on May 2.

In addition, the library is finalizing a new personnel policy, which will be presented for review and approval at the June board meeting.

Jocelyn also shared legislative news, noting that the Connecticut General Assembly is working to pass an E-Book bill that would protect public libraries in CT from certain publisher-imposed terms.

In the report that Jocelyn sent to the board, she updated the development of the IMLS funding cuts that impacts State Library Funding of various programs. She also reported that the Farmington town's budget referendum passed and the grant to the library for fiscal year 2025-2036 is \$3,058,300.

In addition, Jocelyn informed the board of an anticipated budget surplus this fiscal year, largely due to personnel vacancies. She explained that the surplus will be allocated toward the next fiscal year.

Lastly, she requested 3 expenditure votes:

1. To give the Executive Director permission to spend no more than \$37,000 to purchase furniture. Celia moved, Linda seconded, the motion was approved unanimously.
2. To approve the expenditure of up to \$42,000 to paint interior spaces in the library. Lyman moved, Gary seconded, the motion was approved unanimously.
3. To approve the expenditure of up to \$15,000 to replace the exterior signage at the Main Library. Alan moved, Norma seconded, the motion was approved unanimously.

Friends of the Library:

Linda provided updates on the Friends' recent activities. The Friends publishes newsletters twice a year, distributing them to members. She shared copies with board members who are also Friends members.

The library at New Horizon Village is now complete and officially dedicated on May 6, with most books stocked by the Friends. Additionally, the group is donating books to Camp Courant, which serves children from Hartford.

Linda reported that Book Nook continues to generate steady sales of \$900 to \$1,000. Friends also continue to send books to veterans and have been actively collecting donations, including books for upcoming sales, craft supplies for the children's department, yarn, and other materials for community organizations.

She reminded the board that the Friends will host a book sale from June 5 to June 7 and encouraged volunteers to participate.

Committee Reports:

Facilities & Infrastructure Committee:

SP+A is expected to present the draft facility study findings reports on May 29th.

The main library will have selected portions of the interior painted to provide a more welcoming environment for library users. The library is also working to replace the exterior signage above the main library entrance to make it more prominent and more visible from the street.

There are new water leaks with the building foundation and the roof. The video evidence was sent to SP+A to be included in the facility findings report.

Bylaws:

The draft of the library bylaws revision is distributed to the board for review. It is scheduled to be voted on at the June board meeting.

Farmington Room:

The library is looking for a new home for the cow displayed at the library. The Farmington Room is working on the community archives project designed to help the community members record their own life history, with the option to submit them to the library for sharing. In addition, Farmington Room is working on several preservation efforts, including a map digitization project, locked case books preservation and a grant application to preserve AV materials at risk in Farmington Room. The Farmington Room also acquired new collections including the Paul Kramer collection and donated records from Farmington Valley Women's Club. Jerusha, the Farmington Room librarian, is hosting a talk on the history of the library's main building and will present an overview of the Farmington Room at the June board meeting.

Technology:

Virtual Meeting Equipment for Conference Rooms: Installed at one conference room for testing.

Password Policy: New password update schedule started on May 1. Password update intervals will be increased to 6 months, and the Multifactor authentication will be mandatory.

Adjournment of Public Session for executive session:

The meeting was adjourned at 8:01pm. Lyman moved to adjournment, seconded by Rich. The meeting proceeded into executive session.

The board returned to public session at 8:47pm:

Rich moved to approve a 4% increase in the executive director's compensation for the next fiscal year. Gary seconded. The motion was accepted with all in favor.

The meeting was adjourned at 8:50pm. Lyman moved to adjourn the meeting. Celia seconded.

Next Board Meeting: June 17 at 7:00pm.