

Minutes of Kent Memorial Library Commission

April 12, 2022

Kent Memorial Library

The meeting was opened by Chair Austin Roberts at 7:07 p.m.

Roll Call: *Commission Members:* Corbin Adzigirey, Michael Alexopoulos, Joshua Barrows, Eliza Childs, Sam Coatti, Becki Fuller, Claire Kawalec, Austin Roberts, Christine Sinopoli, Despina Tartsinis and Bob White.

Absent: Joe Grimard.

Library Staff: Jackie Hemond.

Board of Selectmen Representative: Jerry Mahoney

Public Participation: Suzanne Irwin suggested having public participation at the end of the meeting where items brought up during the meeting could be discussed. Bob White, Christine Sinopoli and Michael Alexopoulos thought this was advantageous and further discussion of changing the bylaws to include this will be looked into at a future meeting.

Approval of Past Minutes:

Minutes of March 8, 2022

MOTION: It was MOVED by Bob White, SECONDED by Eliza Childs, to approve the March 8, 2022 minutes with following correction:

- Corbin Adzigirey should be added to the Policy Subcommittee not the Personnel Subcommittee.

VOTED and PASSED with the above corrections.

Minutes of October 20, 2021

MOTION: It was MOVED by Michael Alexopoulos, SECONDED BY Claire Kawalec, to approve the October 20, 2021, minutes with the following correction:

- The correct date of the meeting was October 20, 2021, not September 20, 2021.

VOTED and PASSED with the above correction.

Communications Received: Jackie Hemond gave Chair Austin Roberts three pieces of mail, one being a tax document and two letters from the CT Library Board.

Report of the Acting Director – Jackie Hemond

Jackie referred to the Acting Director Report that she had emailed to the Commission members and offered to answer questions. Michael Alexopoulos thanked Jackie for the thoroughness of her report. Christine Sinopoli asked whether the furniture for the new teen area had arrived. Jackie reported that the grant had been approved yesterday and the purchase order would be going in soon. She expects the chairs, couch and ottoman to arrive next week. The solar charging table and Talk Box will take

longer to arrive. Jackie spoke about a couple of patrons who had trouble seeing the steps going up from the lower lobby and they asked if tape could be put down to help with visibility. She consulted with Chris Matajek, who said this was not necessary as there was other ways to access the upper level, including using the elevator. Jackie also spoke about the budget and said the library had exceeded the amounts allocated for electricity, heat and water.

Standing Committee Reports:

Policy Committee: Despina Tartsinis reported that they had met on March 22nd and went through all the policies and tried to answer the questions new members had. Despina has posted the agenda and the minutes from that meeting on the town website and sent it to all Commission members. She said that the changes recommended go to the full Commission for a vote. She will take the suggestions from the minutes and incorporate them in a red line document to be sent out to all Commission members for their review at the May meeting before voting on the changes hopefully at the June meeting. Michael Alexopoulos commended Despina for the thoroughness of the minutes.

Jerry Mahoney suggested looking at the rules for conduct at meetings and affirmed having Public Participation at the end of the meeting. Despina spoke about the bylaws vs. rules and said that paragraph 10 of the bylaws gives the order of the agenda for meetings. The bylaws could be amended to add Public Participation at the end of the agenda.

Finance Committee: Claire Kawalec said that some small donations had come in recently. Regarding the Finance Policies, there is a request to change the word “selecting” to “overseeing” under Section 5. This will be voted on later in the meeting

New Business:

- a. **Confirm Subcommittee members/Chair list** – Austin Roberts reviewed the Subcommittee members and chairs. Bob White and Christine Sinopoli both expressed interest in being chair of Personnel. Christine asked if there was a rule for deciding a chair if two people wanted to serve in that capacity. Austin Roberts said when that is the case, the President of the Commission makes assignments to the subcommittees. Austin thought it was best that Bob serves as chair of Personnel because Christine is new on the Commission. Bob agreed to mentor Christine for her to serve as chair another year. Joshua asked to be added to the Policy Committee which he thought he had previously done. Bob White expressed concern about adding another person to the Policy Committee because he felt more people caused meetings to become lengthy. Despina Tartsinis felt that the three-and-a-half-hour length of the Policy meeting was unusual and would not be the norm. Corbin Adzigirey had requested going through all the policies so that new members could familiarize themselves. Despina felt the meeting was lengthy due to the content of the meeting and not the number of people present. Eliza Childs thanked Despina for the thoroughness of going over the policies.

It was MOVED by Despina Tartsinis, SECONDED by Claire Kawalec and VOTED and PASSED to accept the subcommittee and chairs as follows:

Committee (Italics = Special)

Building & Grounds Eliza Childs, Bob White (Chair) and Joe Grimard

Community Relations Eliza Childs (Chair), Sam Coatti and Becki Fuller

Finance	Corbin Adzigirey, Michael Alexopoulos, Joshua Barrows, Claire Kawalec (Chair) and Austin Roberts
Historical	Michael Alexopoulos, Sam Coatti (Chair) and Bob White
<i>Long Range Planning</i>	Corbin Adzigirey, Austin Roberts (Chair) and Bob White
Personnel	Joshua Barrows, Eliza Childs, Becki Fuller, Christine Sinopoli and Bob White (Chair)
Policy	Joshua Barrows, Joe Grimard, Christine Sinopoli, Despina Tartsinis (Chair), Corbin Adzigirey, and Bob White
<i>Staff Recognition</i>	Eliza Childs (Chair), Sam Coatti and Despina Tartsinis
Technology	Joe Grimard (Chair), Claire Kawalec and Despina Tartsinis

- b. **Updating KMLC Financial Policy Wording** – It was MOVED by Jerry Mahoney, SECONDED by Corbin Adzigirey and VOTED and PASSED to change the word “selecting” to “overseeing” in the first sentence of Section 5 in the Financial Policy.
- c. **Review and Discuss KML/KMLC Policy Changes** – It was MOVED by Jerry Mahoney, SECONDED by Joshua Barrows and VOTED and PASSED to table the discussion of KML/KMLC Policy Changes to the next meeting.

Miscellaneous: Austin Roberts thanked the new members on the Commission for their strong interest and participation on this and looks forwarding to working with them. He also reported that he is trying to set up a meeting with Derek Donnelly, Suffield Town Attorney, for the Commission to get FOIA training.

The **Next Meeting** will be Tuesday, May 10, 2022, at 7:00 p.m. at Kent Memorial Library.

Austin Roberts adjourned the meeting at 7:40 p.m.

Respectfully submitted,

Becki Fuller (Secretary)

Edited by Austin Roberts (Chair)