

## WEST HARTFORD PUBLIC LIBRARY BOARD MINUTES

Monday, January 23, 2023, 6:30 p.m.

### VIRTUAL MEETING

#### 1. CALL TO ORDER

Chair Eileen Daly called the Library Board to order at 6:31 p.m. Present, via Town of West Hartford WebEx were Board members Kim Cohen, Eileen Daly, Gail Crockett, Dr. Natalia Menjivar and Jill Spear, Library Director Laura Irscher, and Janet Valencis, recorder. No one was present from the public.

#### 2. PUBLIC COMMENT - none

#### 3. APPROVAL OF THE CONSENT AGENDA (Items 4 & 8a i, 8a ii, 8a iii.)

MOTION: On a motion made by Gail Crockett and seconded by Kim Cohen, the Board unanimously approved the Consent Agenda.

#### 4. THE MEETING MINUTES of November 28, 2022 were approved as part of the consent agenda.

#### 5. CHAIR'S REPORT

- a. Election of Officers has been tabled to the February meeting.

#### 6. OLD BUSINESS:

- a. New Community Center & Library Project

Laura shared a possible rendering of the building that was part of the feasibility study. The town must now decide on financing the project and selecting an architect.

#### 7. NEW BUSINESS

- a. FY24 Budget & Fine Free Proposal

Laura shared the details of the FY24 budget submittal to the town. She also shared the Fine Free proposal she submitted to the town. Laura will meet with town officials in the next few weeks regarding the budget and the fine free proposal. No motion is needed at this time.

- b. Staff Day March 23, 2023

The library plans on closing the library from 10 am to 2 pm on Thursday March 23, 2023, for a staff half day session. The library will open from 2 pm to 5 pm that day. The plan is to have two half day staff days each year, one in the spring and one in the fall.

MOTION: On a motion made by Jill Spear and seconded by Dr. Natalia Menjivar, the Board unanimously approved the March 23, 2023 staff half day session.

## 8. DIRECTOR'S REPORT

- a. November 2022 and December 2022 Reports, submitted:
  - i. Library Administrative Report
  - ii. Budget Report
  - iii. Circulation Statistics second quarter

- b. Current Month Briefing.

- The library will be open ten Sundays this year, starting with yesterday January 22<sup>nd</sup>. There was a music program held on the 22<sup>nd</sup> and it was well attended.
- The library has an adult winter reading challenge that is currently going on.
- Studio 20South is seeing success with increased usage.

## 9. EXECUTIVE SESSION

The executive session for the library director's review was tabled to the February meeting.

## 10. ADJOURNMENT

MOTION: The Library Board Meeting was unanimously adjourned at 7:16 pm. The next scheduled Board Meeting is February 27, 2023.

Respectfully submitted,

Kim Cohen  
Board Secretary

"This meeting was held remotely and the public had the ability to view the meeting in real-time live on West Hartford Community Television at [www.whctv.org](http://www.whctv.org) and [www.youtube.com/whctv5](http://www.youtube.com/whctv5)."