

Hall Memorial Library Board of Trustees Meeting  
Tuesday, January 30, 2024  
7:00 p.m.  
ZOOM only meeting

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ELLINGTON  
TOWN CLERK

I. Call to Order

The meeting was called to order at 7:00 p.m. by Chair Mary Blanchette. In attendance: Mary Blanchette, Mary Cone, Pamela McCormick, Janet Wieliczka, Peg Busse (also FOL Chair), Library Director Susan Phillips, YA Librarian Ashley Dabbondanza, Recording Secretary/Bookkeeper Rhonda Villanova; Citizens: Cheryl Chamberlin, BOS Liaison Mary Cardin

II. Budget Approval

The Board reviewed the revised Budget, with the adjustments made from the previous meeting. Moved (Busse), Seconded (McCormick), to approve the Hall Memorial Library Fiscal year 2024-2025 budget request of \$745,428; all in favor, motion passed unanimously.

III. Library Safety

Chair Mary Blanchette sent a draft letter to the Board to review regarding Library Safety. Security issues have been a concern for a few years. Employees have felt unsafe working in the Book Cellar or parts of the library when there are very few employees present. With the incident last Thursday, the employees need to be prepared or trained on what to do should a situation arise where they need assistance. The Board is in agreement there should be better security measures and safeguards in place, whether that be headsets or intercoms, camera monitoring, it needs to be addressed. Discussion included the increasing number of incidents over the past six months, worry about children on the premises and what types of monitoring would be appropriate. There is a consensus about some type of training. Walter Lee has been invited to the next staff meeting to review what can be done in certain circumstances. Mary Blanchette will finalize the letter and send it to Matthew Reed, Town Administrator, in the next day or two.

IV. Adjournment

Moved (Busse), Seconded (Wieliczka), to adjourn at 7:46 p.m.; all in favor, motion passed unanimously.

Submitted by  
Rhonda Villanova  
Recording Secretary

