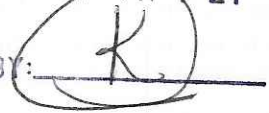


2024 NOV 19 PM 4: 21

REC'D BY:



**MINUTES OF THE REGULAR MEETING OF THE  
KENT MEMORIAL LIBRARY COMMISSION**

**November 12, 2024**

**7:00 P.M.**

**Town Hall Meeting Room, 83 Mountain Road, Suffield CT  
Hybrid Meeting**

Chairwoman Boutin called the meeting to order at 7:00 p.m. and welcomed new member Ann Borracci who has been appointed to fill Michelle Kynard's seat on the commission.

**Roll Call**

**Present:** Corbin Adzigirey (via Zoom), Michael Alexopoulos, Klaire Bielonko, Ann Borracci, Denise Boutin, Claire Kawalec, Nina Kendrick, Bob Parks, Joe Craven (via Zoom), Christine Sinopoli and Despina Tartsinis

**Absent:** Jim Irwin

**Also present via Zoom or in person:** Library Director – Amy Vessella

**Public Participation**

None

**Approval of the minutes from the October 8, 2024 Regular Meeting and the October 29, 2024 Special Meeting of the Kent Memorial Library Commission**

Changes were made to the October 8, 2024 Regular Meeting as follows:

- 1) Chairwoman Boutin noted that Jim Irwin WAS in attendance and should be added.
- 2) Commissioner Bielonko noted a change on Page 2 where it reads "Commissioner Admirer" it should read Commissioner "Adzigirey."
- 3) Commissioner Kendrick noted the same spelling error at the bottom of Page 2 under the New Business section where "Commissioner Admirer" should read "Commissioner Adzigirey."

No changes were made to the October 29, 2024 Special Meeting.

Commissioner Bielonko MOTIONED, and Commissioner Kawalec seconded to approve the minutes from the October 8, 2024 Regular Meeting of the Kent Memorial Library Commission with amendments as stated and the October 29, 2024 Special Meeting as written. 9 in favor (Adzigirey, Alexopolous, Bielonko, Boutin, Kawalec, Kendrick, Craven, Sinopoli and Tartsinis) and 2 abstain (Borracci and Parks.) Motion passed.

**Communications Received**

None

## **Report of the Library Director**

Library Director Amy Vessella shared her monthly report with the commission. She provided statistics for the month of October, details on recent facilities work, staffing updates and feedback on many of the programs happening at the Kent Memorial Library, including the very successful Halloween Trick or Treat event and an art show with work from local Suffield artist Barbara Coffin which has been extended until the end of November.

## **Standing Committee Reports**

- a. Finance – Commissioner Kawalec noted that she had sent the financial report to the commissioners in advance of the meeting and had not received any questions or concerns on it. A brief discussion ensued among the members and Commissioner Kawalec responded accordingly. Commissioner Sinopoli expressed her desire to be involved in the upcoming budget discussions and would like to see these discussions conducted as a regular sub-committee meeting in order for all to be in attendance and to offer transparency to the public as well.
- b. Building and Grounds – No update available.

## **Special Committee Reports**

None

## **Unfinished Business**

- a. Reception – Commissioner Alexopoulos provided an update on the status of the Meet and Greet Reception for Amy Vessella and the new board members, with Commissioner Adzigirey also offering input on the event. They reviewed all that was discussed at their meeting last month, including the guest list, the menu, the agenda, the time of the event and the projected cost. It was determined that January would be the best time to hold the event and a tentative date of January 11<sup>th</sup> from 8:00 a.m. to 10:00 a.m. was chosen. Extensive discussion ensued among all the commissioners with each sharing their thoughts and suggestions. A main topic of discussion centered on the funding of the event and whether the cost would be shared with other groups such as the Friends of the Library and the Suffield Public Library Foundation. The commission decided to make a motion regarding the funding and reach out to other groups to assist in the cost.

Commissioner Alexopoulos MOTIONED and Commissioner Sinopoli seconded for the Kent Memorial Library Commission passes a resolution to support having a Meet and Greet Reception on January 11, 2025 with the intention of inviting library staff, the Kent Memorial Library Commission, Friends of the Library, Suffield Public Library Foundation officers and that the Kent Memorial Library Commission be prepared to fund an amount not to exceed \$1,000 with the anticipation that donations will be received from other groups as well. Vote: All in favor. Motion passed unanimously.

## **New Business**

Chairwoman Boutin noted that she will be stepping down from the Chairperson position for next year and encouraged anyone interested to consider stepping up as elections will be held in January.

- a. Discuss scope of Community Relation Subcommittee – Commissioner Kendrick opened the discussion on being more intentional with regards to showing appreciation and recognizing the library staff. Discussion ensued with all commission members offering suggestions on ways to accomplish this task and longer serving members shared past actions that were taken. They also asked Amy Vessella for her input on how best to approach task as she knows the staff better than the commission. Ms. Vessella offered to check with her staff and get back to the commission on what might work best.

## **Public Participation**

John Gracey, 48 Devine Road - Mr. Gracey expressed concerns about the commission's meeting minutes. In his opinion, his comments are often summarized in a manner that he feels do not completely convey his message and his thoughts get "lost in translation." He would like to see more detail included in the public participation comments.

Commissioner Sinopoli responded to Mr. Gracey by explaining that the minutes of a public meeting are meant to be a record of the actions taken and not intended to include in-depth public comments per Roberts Rules of Order.

Chairwoman Boutin explained that minutes vary and offered a list of items that must be included in an official set of minutes. She recognized that anyone speaking would like to have an accurate record of what they were saying.

### **Adjournment**

Commissioner Bielonko MOTIONED and Commissioner Parks seconded to adjourn at 7:52 p.m. Motion passed unanimously.

Respectfully submitted,  
Kristen O. Lambert  
Recording Secretary