

2026 APR -6 AM 11:08

KENT MEMORIAL LIBRARY COMMISSION  
COMMUNITY RELATIONS SUBCOMMITTEE  
SPECIAL MEETING MINUTES

REC'D BY: EWB

Date: 03/31/2026  
Location: Kent Memorial Library Gallery, 50 North Main Street, Suffield, CT  
\*In-Person Meeting Only\*

The meeting was Called to Order by Subcommittee Chair Denise Boutin at 5:33pm

I. ROLL CALL

Subcommittee Members Present: Denise Boutin (Chair), Julie Bodnar, Despina Tartsinis;  
Others Present: Wendy Taylor and Liz Bologna; Absent: Amy Vessella (Library Director)

II. POSTMORTEM ON SUFFIELD ON THE GREEN 2025

Chair Denise Boutin requested that everyone present provide their feedback. It was noted that the rubber ducks and squishy frog giveaways were popular, the KML booth was well received, and the Commissioners who signed up to work the booth followed through with their booth coverage. The weather impacted Saturday with lower attendance, and early closure. Library Director Amy Vessella provided a bullet point assessment of her observations that were shared by Assistant Library Director Liz Bologna in her absence.

III. BRAINSTORM FOR SOTG 2026

Wendy Taylor explained that raffles lured people to the KML booth in prior years. Liz Bologna suggested that the button maker could be used as an easy interactive activity for children and adult attendees and brought some samples to the meeting. The booth layout was discussed and adding an extra table and tent backing were suggested to accommodate new activities and prevent people from walking through the booth. Ultimately the group wanted to find a marketing tool that would get people from the booth to become library card holders or program attendees. If library card signups were to be done on the spot, library staff would have to complete the signup and enrollment, and a mobile hotspot (internet) would be needed. QR codes, raffles, and giveaways were further explored and discussed. The ducks were very popular and should be considered as a repeat giveaway.

IV. ACTION PLAN

- Follow up with Library Directory Amy Vessella and Wendy Taylor on incorporating the America 250 theme into this year's booth
- Booth Rental for SOTG
- Gather estimates for giveaways and raffles (children, young adult, and adult)
- Look into soft wall for booth
- Create signup sheet for Commissioner booth coverage
- Be prepared to present the budget estimate and SOTG ideas for approval by KMLC at the May regular meeting

V. ADJOURNMENT. The meeting was adjourned at 6:37pm

Respectfully submitted,  
*Denise Boutin (Community Relations Subcommittee Chair)*