

WEST HARTFORD PUBLIC LIBRARY BOARD MINUTES

Monday, May 20, 2024, 6:30 p.m.

Noah Webster Library Board Room

1. CALL TO ORDER

Chair Gail Crockett called the Library Board to order at 6:31p.m. Present were Board members Kim Cohen, Eileen Daly, Gail Crockett, Natalia Menjivar, and EJ Greenspan, Library Director Laura Irmscher, and Heidi Reagan, recorder. Also present from the Library Staff was Kathryn Kottas.

2. PUBLIC COMMENT - none

3. APPROVAL OF THE CONSENT AGENDA (Items 4 & 7a i, 7a ii)

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

4. THE MEETING MINUTES of March 25, 2024 were approved as part of the consent agenda.

5. CHAIR'S REPORT - none

6. OLD BUSINESS:

a. Staff Spotlight – Kathryn Kottas

b. FY25 Budget – Laura Irmscher

- i. Town Council approved the budget as presented
- ii. Including small increases for the part-time staff and collections budgets
- iii. Going fine free has had little to no impact on the current budget, revenue projections have doubled in the past fiscal year

c. Strategic Plan Implementation

- i. Committees have been formed for each of the five initiatives
 1. Committees consist of FT and PT staff
 2. They will be prioritizing ideas generated from the feedback we received
 3. They will be investigating resources needed to achieve the goals without overtaxing our staff and financial resources (this is a four year process)
 4. Examples of things already accomplished, “Did You Know” section in newsletter (highlights include our Local Author’s shelf, SCORE Mentoring Program, New Yorker Discussion Group), outreach efforts to bring in new users, developing a new staff intranet to improve communication, Pramod’s Translation and Foreign Language Book Recommendation Committee.

d. Ebook legislation died in debate

- i. This reform was expected to take 3 years

- ii. Suggestion to get the high schools involved as a project

7. NEW BUSINESS

- a. Board should send new staff a welcome card, and departing staff a “Best Wishes and Good Luck” card

8. DIRECTOR’S REPORT – Laura Irmscher

- a. March and April documents submitted:
 - i. Library Administrative Reports
 - ii. Budget Report
- b. Current Month Briefing.
 - i. Faxon Fun
 - ii. Mayor’s Youth Council – accepting applications for next year
 - iii. Spring Banner Contest – “Pets in the Great Outdoors”
 - iv. Collaborative Summer Library Program
 - v. Upcoming Programs
 - 1. Gertrude Blanks Storytelling
 - 2. Puzzle Dash Speed Puzzling Competition
 - 3. Pride Storytime
 - 4. Bishops Corner Ice Cream Social

9. ADJOURNMENT

MOTION: The Library Board Meeting was unanimously adjourned at 7:10pm. The next scheduled Board Meeting is June 24, 2024.

Respectfully submitted,

Kim Cohen
West Hartford Library Board Secretary