

WEST HARTFORD PUBLIC LIBRARY BOARD MINUTES

Monday, June 24, 2024, 6:30 p.m.

Noah Webster Library Board Room

1. CALL TO ORDER

Chair Gail Crockett called the Library Board to order at 6:35 p.m. Present were Board members Kim Cohen, Eileen Daly, Natalia Menjivar and E.J. Greenspan who attended virtually, Library Director Laura Irmscher, and Heidi Reagan, recorder.

2. PUBLIC COMMENT - none

3. APPROVAL OF THE CONSENT AGENDA (Items 3a, 3b, 3c)

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 May 20, 2024, were approved as part of the consent agenda.

5. CHAIR'S REPORT

- a. The Gertrude Blanks Storytelling event was well attended and was very successful.

6. NEW BUSINESS

- a. Summer Board Meetings
 - i. Unless something comes up in the interim that the Board needs to consider or vote on, there will be no Library Board Meetings held during the months of July and August.

MOTION: On a motion made by Kim Cohen and seconded by E.J. Greenspan, the Board unanimously approved the cancellation of the summer meetings.

- b. Service Animal Policy Review – Laura
 - i. Our current policy is in line with current ADA guidelines.
 - ii. No change is recommended to the policy at this time.
 - iii. Terms and boundaries of the policy were discussed and clarified.
 - iv. Heidi and Laura will keep an ongoing list of policies that are reviewed so all are considered in a reasonable time frame.
- c. Strategic Plan Implementation – Laura
 - i. Staff committees have been established for each of the initiatives and meetings have already been held
 - ii. We are developing a procedure to track action items that are being worked on.

- iii. When issues that need to be addressed come up, we are finding ways to work their resolution into the Strategic Plan by referring these situations to the committee responsible for that initiative.
- iv. Laura will be giving a full report in September of the progress made over the summer by the committees.

7. DIRECTOR'S REPORT

- a. May documents submitted:
 - i. Library Administrative Report
 - ii. Budget Report
- b. Current Month Briefing – Laura Irmscher
 - i. The Library hosted a booth at Celebrate West Hartford
 - ii. We held the 3rd Annual Gertrude Blanks Storytelling event
 - iii. Hidden History held a Juneteenth commemoration in the library's meeting room
 - iv. Bishop's Corner had their Annual Ice Cream Social
 - v. We hosted a Crafts and Fun booth in the Family Tent at the Pride Festival.
 - vi. We are all currently gearing up for the Bookwurm Festival in July
 - vii. Individual Summer Reading Programs for Adults, Teens, and Children have begun.

8. ADJOURNMENT

MOTION: The Library Board Meeting was unanimously adjourned at 7:05 p.m. The next scheduled Board Meeting is September 23, 2024, at 6:30 p.m. in the Library Board Room.

Respectfully submitted,

Kim Cohen
Board Secretary