

WEST HARTFORD PUBLIC LIBRARY BOARD MINUTES
Monday, August 25, 6:30 p.m.

1. CALL TO ORDER

Chair Gail Crockett called the Library Board to order at 6:35 pm. Present, were Board members Kim Cohen, Eileen Daly, Natalia Menjivar, EJ Greenspan, Library Director Laura Irmscher, and Heidi Reagan, recorder. Member Gail Crockett was present via Zoom.

2. PUBLIC COMMENT - none

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

- a. Approval of the Minutes of the June 23, 2025, Meeting.
- b. Library Administrative Reports (June and July).
- c. Budget Report.

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

4. CHAIR'S REPORT – Gail had nothing to report.

5. BUSINESS ITEMS

- a. Library Board Hearing Process
 - i. Written by Corporation Counsel, Cynthia Lauture, the process reflects changes the Board Members suggested.

MOTION: On a motion made by Eileen Daly and seconded by Natalia Menjivar, the Board unanimously approved the Library Board Hearing Process as written.

- b. Library Policy and State Law Requirements – Laura Irmscher
 - i. Drafts of the four policies are in the final edit stage
 - ii. They will go to Corporation Council, Cynthia Lauture for review.
 - iii. Then to the State Library for approval
 - 1. The checklist the State Library has provided is being followed to the letter
 - iv. Laura provided the section of House Bill 7287 with language relating to the Board responsibilities.
 - v. After the State Library approves the policies, they will be given to the Board for approval.
- c. Staff Day – Laura Irmscher

MOTION: On a motion made by Natalia Menjivar and seconded by Kim Cohen, the Board unanimously approved keeping the Library closed until 2pm on November 6, 2025 to enable staff to attend the Library's Fall Staff Day.

6. DIRECTOR'S REPORT

- a. Summer Briefing – Laura Irmscher
 - i. BookWorm was a huge success
 - 1. 2200 visitors attended
 - ii. Faxon Fun
 - 1. Four weeks of programs
 - 2. Additional adult staff was provided to support the program
 - iii. Summer Reading programs are wrapping up now
 - iv. Book It Fun Run
 - v. Bishops Corner Ice Cream Social
 - vi. Faxon Outdoor Movie
 - vii. 800 community members attended the Back to School Bash
 - viii. All programs exceeded attendance expectations
- b. West Hartford Reads!
 - i. Liz Moore will be presenting
 - ii. The program is scheduled for October 23, at Sedgwick Middle School
- c. Gail will be traveling to Japan in October and will be staying for up to three months.

7. ADJOURNMENT

MOTION: The Library Board Meeting was unanimously adjourned at 7:12 pm. The next scheduled Board Meeting is September 29, 2025 at 6:30 pm.

Respectfully submitted,

Eileen Daly, Secretary Board Secretary
West Hartford Library Board