

WEST HARTFORD PUBLIC LIBRARY BOARD MINUTES
Monday, September 29, 2025, 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, and Natalia Menjivar, Library Director Laura Irmscher, and Heidi Reagan, recorder. Member EJ Greenspan was absent.

2. PUBLIC COMMENT - none

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

- a. Minutes from the August 25, 2025, Meeting
- b. Library Administrative Report
- c. Budget Report

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

4. CHAIR'S REPORT – Gail Crockett

- a. Gail will not be at the October Board Meeting
- b. EJ Greenspan will act in her stead

5. BUSINESS ITEMS – Laura Irmscher

- a. Library Policy Updates
 - i. All four Library Policies have been written
 - ii. Staff have reviewed them and provided feedback
 - iii. Corporation Counsel has reviewed them and provided feedback
 - iv. State Library has reviewed them and provided relatively minor notes for necessary changes
 - v. Laura will make edits and send them back to the State Library for approval
 - vi. They will be sent to the Board for review prior to the October meeting
 - 1. Laura requests that Board members send discussion points to Laura prior to the meeting
- b. Holiday Schedule (attached)
 - i. 2025 Early Closings were previously approved
 - 1. 2026 Early Closings are similar, allowing for changes to the day of the week and times the Library normally closes.
 - 2. Independence Day falls on a Saturday in 2026
 - a. Library will be open July 3, which is the Town Holiday
 - b. Library will be closed on Saturday, July 4

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

6. DIRECTOR'S REPORT– Laura Irmscher

- a. West Hartford Reads!, featuring author, Liz Moore, will be held October 23, at Sedgwick Middle School.
 - i. All tickets have been given out
 - ii. Due to overwhelming demand, the author has graciously agreed to allow the event to be livestreamed
 - 1. Those interested in participating in the livestream must register for the link (150 have already signed up for the livestream)
 - iii. The Summer Reading Program was a success
 - 1. We had 1,000 attendees over the course of the summer for our youth programs
 - iv. September is Library Card Signup Month
 - 1. Cardholder numbers have been steadily increasing
 - 2. This year's theme is "Ideas Live Here"
 - 3. Anyone signing up for a library card this month gets an "Ideas Live Here" pin or keychain
 - v. Upcoming Programs of note
 - 1. Preparing Your Student's Mental Health for College
 - 2. Introduction to Google Photos
 - 3. Bishops Corner Outdoor Movie – Pick Your Flick!

7. ADJOURNMENT

MOTION: The Library Board Meeting was unanimously adjourned at 7:05pm. The next scheduled Board Meeting is on October 27, 2025.

Respectfully submitted,

Eileen Daly
Board Secretary