

**WEST HARTFORD PUBLIC LIBRARY BOARD MINUTES**  
**Monday, December 1, 2025, 6:30 p.m.**

1. CALL TO ORDER

Vice-Chair EJ Greenspan called the Library Board to order at 6:32 p.m. Present were Board members Kim Cohen, Eileen Daly, Natalia Menjivar, Library Director Laura Irscher, and Heidi Reagan, recorder. Member Gail Crockett attended via Zoom link. Present from the public was Kathryn McWilliams.

2. PUBLIC COMMENT – Kathryn McWilliams

- a. Ms. McWilliams told the Board how important the Sunday hours were to her in particular, and the community in general.

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

- a. Minutes of the October 27, 2025 Meeting
- b. October 2025 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 – None

5. BUSINESS ITEMS – Laura Irscher

- a. Security at Library Programs and Events
  - i. Consider creating a Library Policy that addresses whether and in what form security measures are included when planning programs and events
    - 1. Concerns that a police presence might be reassuring to some, but a source of challenge and anxiety to others
    - 2. Involve community members, the police department, and Corporation Counsel in these discussions going forward
    - 3. Examine what other libraries are doing in similar circumstances
    - 4. Are we sending a message to the public that controversial programs will be sent to other venues, as has happened in the past?
    - 5. The policy should detail what criteria is being considered when determining whether or not to have a security presence.
- b. Sunday Hours
  - i. The budget currently allows for ten Sundays in FY 2026
  - ii. We have been hearing from the public more often about how important having the Library open on Sunday is for them.
  - iii. We will continue to ask the Town for the budget to fund more Sunday hours.
  - iv. Prior to Covid, the Library was open on Sundays from October through May.

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

- c. Annual Meeting Preparation
    - i. Elect New Officers
      - 1. Chair
      - 2. Vice-Chair
      - 3. Eileen Daly may stay in the Secretary's position since she has been holding it for only one year
    - ii. Laura Irmischer's Performance Review is due in January
6. DIRECTOR'S REPORT – Laura Irmischer
- a. CEN Community Wifi Grant
    - i. We received \$75,000 to upgrade equipment and expand internet services
    - ii. Credit goes to Gen Francis for securing this funding
  - b. Human and Community Services has new Town Councilors so the committees are being reworked
    - i. Laura will be meeting with Jason Wang this week
  - c. We participated in West Hartford's 2<sup>nd</sup> Annual Community Block Party
  - d. Nutcracker Program
    - i. 300 people attended
  - e. Teen English Café
    - i. New program developed by the Immigrant Youth Advocates (formerly West Hartford Immigrant Teens)
7. ADJOURNMENT

MOTION: The Library Board Meeting was unanimously adjourned 7:15 p.m.. The next scheduled Board Meeting is scheduled for January 26, 2026, at 6:30 p.m.

Respectfully submitted,

Eileen Daly, Secretary  
West Hartford Library Board