

**Willington Public Library  
7 Ruby Road  
Willington, CT 06279  
860-429-3854**

Library Board of Directors Meeting Minutes

December 13, 2011

**PRESENT:**

Nancy Bailey, Dorothy Drobney, Suzanne Chapman, Janice Bolsteridge, Elise Sullivan, Katherine Kalagher-Ryan, and Roberta Passardi.

**Meeting called to order at 7:04 p.m.**

**APPROVAL OF MINUTES**

Dorothy Drobney motioned to accept October 2011 minutes.  
Nancy Bailey seconded.  
All in favor. Motion passes

Suzanne Chapman made a motion to accept November 2011 minutes.  
Nancy Bailey seconded.  
All in favor. Motion passes

**PRESENT TO SPEAK**

Tara Bergeron & Tracey Anderson of WYFSS

**COMMUNICATIONS**

Discussed a letter from Tara Bergeron, Director of WYFSS, requesting to store educational materials in the library for the preschool programs that meet in the community room three days a week.

Reviewed and discussed two emails from patrons.

**TREASURER'S REPORT**

Reviewed and discussed.

**DIRECTOR'S REPORT**

Reviewed and discussed.

**OLD BUSINESS**

Nothing to discuss

**NEW BUSINESS**

A) Policies and Procedures Review and Update: All Board members are to review the

- current WPL policies and procedures for January meeting.
- B) Library Holiday Schedule for 2012 was examined.
  - C) Board of Director's meeting schedule for 2012 was examined

Janice Bolsteridge made a motion to accept the two calendars (2012 Library Holiday Schedule and 2012 Board of Director's meeting schedule), with correction of January 2<sup>nd</sup> as the observed Holiday for 2012.

Suzanne Chapman seconded.

All in favor. Motion passes

- D) Board of Director's Officer Elections

Nominated: Nancy Bailey—Chair

Katherine Kalagher-Ryan—Vice Chair

Suzanne Chapman—Treasurer

Elise Sullivan—Secretary

Dorothy Drobney made a motion to accept the slate of nominated officers.

Janice Bolsteridge seconded.

All in favor. Motion passes

## **BOARD CONCERNS**

Suzanne made a motion to pay employees holiday pay for Christmas Day, or for the observed holiday if Christmas falls on a non-work day, from this year forward.

Janice Bolsteridge seconded.

All in favor. Motion passes.

Board discusses WYFSS's request to store education preschool materials in the "unused/unfinished" portion of the downstairs. The Board discussed that WYFSS was mistakenly under the assumption that the unfinished room in the library is unused, which it is not. Additionally, the WPL currently does not have a policy written concerning non-library organizations to store non-library materials in the WPL.

Nancy Bailey is going to write a letter to WYFSS outlining the Board's discussion.

## **ADJOURN**

Katherine Kalagher-Ryan made a motion to adjourn at 8:45 p.m. Dorothy Drobney seconded. All in favor. Motion passes.

Respectfully Submitted,

Katherine Kalagher-Ryan, Secretary