

**Draft of  
Windsor Library Advisory Board  
Meeting Minutes  
March 2, 2023**

Present: Cheryl Curtis, Fran Ward-Nelson, Denise Panos, Caren Barry, Michael Zager, Betty Hellerman, Carol Sama, Gaye Rizzo  
Absent: LeighAnn Tyson, David Raney, Kevin Washington

Meeting called to order at 7:08 PM by Cheryl Curtis.

Cheryl asked for a volunteer to take minutes for the meeting. Caren Barry agreed to be Secretary.

**Public Comment:** None.

**Resignations and Appointments:** None.

**Meeting Room and Use of Public Space Policy:**

Gaye asked for the Board's input on allowing the Windsor Library Association to fund raise for the library at the library even though the policy precludes others from doing so. Should it be permitted since the policy allows exceptions at the "discretion of the Library Director and the Library Advisory Board?" Gaye expressed discomfort with making an exception and discussion followed about a previous exception, impact on library operations and the need, perhaps, to eliminate the exception language from the policy altogether. No action was taken to either amend the policy or to make an exception for the Windsor Library Association at this time.

**Staff Reports**

Since you last met, the library has made a few more staff changes. **Karina Gonzalez** has joined the part time clerk staff in Kidspace and **Cathy Potter** will soon be moving to Technical Services to replace long-time cataloger, Judy Locker, who will retire on March 9. **Alicia Talarico** was hired to take Cathy's spot at the reference desk. **C Martindale** was recently offered the second intern position in our **Librarians in Training** program. C is a triplet, a senior at Windsor High School, a volunteer in our teen dept. and has expressed interest in becoming a librarian. C will intern in Kidspace and, along with our other intern, Isabel, will work through the end of August. The **CT State Library** is so impressed with our creative use of their grant funds for this program that they've asked to interview **Cailey Klasson** and **Gabbie Barnes** for an upcoming article in one of their publications. Cailey and Gabbie have been doing an outstanding job mentoring the interns at the main library and the branch.

**Mark Gervino** is settling in well as Head of Reference and Technical Services and **Tricia Jeffery** has already recruited several new students and volunteers in her new role as coordinator of the tutoring program at the branch.

Mark is now overseeing the **Library of Things** collection and hopes to start circulating items from it soon. He acquired a large collection of **cake pans** from a local library that had a surplus and has begun purchasing a few items from **donations** and **bequests**. He's also working on a **waiver form** for patrons to sign when borrowing tools and equipment that will need to be used with care. He plans to house most of the larger items downstairs next to the reference desk and is working on a **flyer** similar to the one for museum passes, listing each of the available items and where they can be found in the building.

Another goal for Mark is to **re-open the information desk** on the first floor of the main library. Closed since the pandemic hit, the information desk is a **convenient** place for patrons to come to for help finding **new materials** or with a **quick reference** question. Staff on the lower level will then be able to focus their attention on patrons needing help with **in-depth reference questions, tech or equipment help, public computers** or to use a **quiet study** room.

Librarian, **Cailey Klasson**, is in the process of setting up a **seed library** at the main library. Many of the seeds will come free from the UConn Extension Service, whose interest is to encourage people to learn to **garden, build community** and combat **hunger insecurity**. Cailey also received a large box of heirloom seeds from the Knox Foundation. Cailey will be hosting programs on a variety of gardening topics and will start things off with a **seed swap** this Sunday, March 5 followed by **5 free packets** of seeds per person starting Monday **March 6**.

The **VITA Income Tax Assistance** program is going very well. Reference Librarian, **Danielle Tapper** reports that 15 people are having their taxes prepared for free every Monday evening. Danielle has **75 people** registered for the **adult winter reading program** and has many sign-ups for her upcoming **Hot Chocolate Book Buzz**.

Kidspace program attendance continues to soar. From **Book Babies, Toddler Time Wizards and Unicorns, Lego Club, Young Explorers**, a **Frozen themed celebration** to a **technology take apart workshop**, this winter has featured something for every age group and interest.

Children's Librarian, Alex Remy, has just started a circulating **American Girl** doll collection. She also created an attractive **flyer** that Mattel would surely love to get their hands on, outlining what was happening during the time period that each of the dolls represents. Alex created three **Storytime bags**, complete with books and themed activities for those interested in hosting their own storytime at home.

Twelve **Switch games** round out the new items in Kidspace that will soon be in available for our young patrons to borrow.

Assistant Town Manager, **Scott Colby** and I met with **James Finlay** and his dad to discuss James' proposal that he purchase and install **two chess board tables** on the patio in front of the main library as part of his **Eagle Scout** project. We were impressed with his enthusiasm and look forward to working with him this spring.

Librarians across the state are working hard with their colleagues nationally to help promote **legislation** that would prevent **publishers** from **charging libraries exorbitant fees for licensing rights to ebooks and audiobooks**. Some publishers are currently charging libraries 4, 5 and in some cases 6 times more than what they charge individuals for the same electronic content. In addition, they're also **limiting the length of time** and **number of loans** per title. Often, a patron will place an electronic item on **hold** at their local library and before it becomes available to them, the license has **expired**. They're not permitted to borrow that title from another library as they would if it was a print copy so the only option is for the library to buy it again or ask patrons to buy it themselves. This model is **inequitable** and **denies free access to materials** – a tenet of library services. The proposed legislation hopes to reach a **reasonable compromise** that allows libraries to serve tax payers equally and publishers to make a profit. Proposed bill no.SB500 was introduced in January 2023.

The **Library Services FY24 proposed budget** is \$2,003,910 which reflects a 3.9% increase to the General Fund due to **salary and benefit costs** an additional \$15,400 increase to the **materials budget** across all departments and the creation of a **full time** Librarian position for the current part time Early Literacy staff member in Kidspace to expand programs and outreach to our youngest and fastest growing population of library users. Library Services **goals** for **FY 24** include exploring the potential for additional **quiet study space** at the main library, creation of a **sustainability committee** to research and consider environmentally friendly alternatives for delivering some library programs and services and **re-purposing the Kidspace program room** into an area for adults and organizations serving children to meet or for small group activities. All budgets will go to **Town Council on April 3** and the expected date for the **referendum is May 9**.

### **Windsor Library Update:**

Mike Zager reported that this year's Winter Meeting theme will be **Censorship, Book Bans and our Public Libraries**. We will hear from our own Library Director, Gaye Rizzo, and our special guest, Kate Byroade, Library Director of the Cragin Memorial Library of Colchester on their experience in managing challenges to town public libraries on reading materials. We are happy to welcome Kate and hear her first-hand account of a recent challenge that made

the national news and how she and her staff met the challenge. Cheryl Curtis, WLA member and Chair of the Library Advisory Board, will also be available to discuss Board policy as it relates to this issue. This is a top-of-mind issue for many in the country today and we are pleased to be able to discuss, ask questions and strategize as to how the WLA can be a positive influence regarding this issue. Mark Reeves, WLA Vice President, will moderate the discussion. This "Winter Meeting" will take place on the first full day of spring, March 21.

## **Nominations**

Nominations of new WLA members and those wishing to serve on various committees is in progress.

## **Minutes of the Previous Meeting:**

**Motion:** To accept the minutes

Made by: Carol Sama

Second: Fran Ward-Nelson

Vote: Cheryl Curtis Y Carol Sama Y Fran Ward-Nelson Y Denise Panos Y Caren Barry Y David Raney absent Michael Zager Y LeighAnn Tyson absent Betty Hellerman Y Kevin Washington absent

## **Set next tentative meeting date: June 1, 2023 at 7PM (Meeting Room #1)**

**Motion:** To adjourn

Made by: Denise Panos

Second: Mike Zager

Vote: Cheryl Curtis Y Carol Sama Y Fran Ward-Nelson Y Denise Panos Y Caren Barry Y David Raney absent Michael Zager Y LeighAnn Tyson absent Betty Hellerman Y Kevin Washington absent

**Meeting adjourned at: 7:55 PM**

**Respectfully submitted:** Caren Barry