

**Approved  
Windsor Library Advisory Board  
Meeting Minutes  
June 4, 2024**

Present: Cheryl Curtis, Fran Ward-Nelson, Caren Barry, Carol Sama, LeighAnn Tyson, Michael Zager, Denise Panos, Gaye Rizzo

Absent: Betty Hellerman, Kaitlin Walsh

Meeting called to order at 7:05 PM by Cheryl Curtis.

Cheryl asked for a volunteer to take minutes for the meeting. Carol Sama agreed to be Secretary.

**Public Comment:** None.

**Resignations and Appointments:** Cheryl Curtis noted that she had received written confirmation from town hall of David Raney's resignation.

**Internet Use Policy:** Gaye asked for the Board's approval to replace the outdated mission statement at the beginning of the policy with the current one which is "to inform, enlighten and inspire through current materials, equal access to information and enriching programs in an environment that fosters community gathering".

**Motion:** To accept the Internet Use Policy as amended:

Made by: Denise Panos

Second: LeighAnn Tyson

Vote: Cheryl Curtis Y Carol Sama Y Fran Ward-Nelson Y Denise Panos Y Caren Barry Y LeighAnn Tyson Y Betty Hellerman absent  
Kaitlin Walsh absent, Michael Zager Y

**Staff Reports:**

**Carmela Pham** started yesterday as our new **Teen/Reference** Librarian. She comes to Windsor with **experience as a Children's Librarian** at the Middlebury Public Library and then as an **Adult/Teen Librarian** at the Edith Wheeler Memorial Library in Monroe. She holds a Bachelor's degree from Southern CT State University and a Master of Library and Information Studies from the University of Wisconsin-Milwaukee. In addition to working with teens and serving patrons at the reference desk, Carmela will also oversee the **Mezzanine Makerspace**. We were impressed by her familiarity with all of the equipment we already own as well as her knowledge of other useful items she used and innovative programs she hosted at the libraries she's worked at. Teens are finally

returning to the library after a long COVID hiatus so it's great timing to finally find the perfect person to fill this position.

We were very fortunate to receive a nearly **\$29,000 donation** from the closing of **Christ the King Lutheran Church** in Windsor. In a letter accompanying the check, the board stated that "the congregation takes great comfort in knowing that Christ the King's **legacy will continue** through the **amazing work done** by Windsor Library, Wilson Branch". Staff have come up with a number of innovative ideas to **enhance services** at the libraries and we hope to be able to use the gift for those purposes.

Kidspace received **500 solar eclipse glasses** through a grant and another on the day of the eclipse from the **Air National Guard**. A great **sense of community** was felt as library **staff shared** their own glasses with people who had none on **April 8** as everyone hoped to catch a glimpse of the rare event from our Windsor **town green**.

Also in April, **Passports to CT Libraries** was a huge success! Throughout the month, adults and children were invited to visit the **152 participating libraries** in Connecticut. Windsor patrons were able to go to either the Main Library or Wilson Branch, present their library card and pick up their **blank "passport"** to get started. Patrons who visited at least **five (5) participating libraries**, got their **passports stamped** and returned them to the issuing library by **May 10** were then entered into a **state-wide drawing** for a **chance to win a \$200 Visa gift card**. In addition, patrons enrolled in the program received a **small gift** at each location they visit (in **Windsor, it was a "novel tea" bag** with a literary quote) and the opportunity to check out materials and enjoy the unique architecture and ambience of different libraries spread across the state of Connecticut. We had the opportunity to meet a lovely woman who visited every one of the 152 libraries in the state who participated and then put together an amazing binder of photos and memorabilia she'd picked up on each of her visits. **197 Windsor residents** participated and we stamped passports for **347 visitors** from other town libraries.

The library will be hosting **two student interns this summer**. The first is **Sophia Wilson**, a recent graduate from Windsor High School. Sophia worked at the main library for much of the school year and then followed her **supervisor, Cailey Klasson** when she moved to the branch. Sophia will be attending UMass Amherst in the fall. Her position was funded by a grant from the CT State Library. Our second intern is Charlotte Watts. She's currently an undergrad from Mt. Holyoke and will be helping Kidspace staff 20 hours with **programs, desk shifts** and doing a **diversity audit** of the collection. Charlotte's intern position will be funded by her college.

Cailey and I attended the grand opening of **Gateway Park** on May 21. The **\$4 million** park, funded by the **State of CT, Dept. of Economic and Community Development**, will be constructed on the large **re-development parcel** across

the street from the former Roger Wolcott School. Cailey looks forward to doing some outreach “**stories in the park**” type programs to encourage children visiting there to **share her love of reading**.

**Adventure Begins At Your Library** is the theme for the summer reading program this year. Children who read (or are read to) for **2 ½ hours each week** can fill out a ticket and enter to win an age appropriate “subscription box” or an Amazon gift card. One subscription box, for example, is **nautically themed** and includes an age appropriate **fiction** and a **non-fiction book**, an **axolotl pin**, **baby shark gummies** and **sea creature stickers**. This year the libraries are partnering with the **Windsor Public Schools** and children who participate in the library’s summer reading program will also be able to enter a **second raffle at school with more exciting prizes**. Some of the adventure programs included this summer in **Kidspace** or at the **Wilson Branch** include **Adventure Storytime**, **Backyard Bug Adventures**, **Steve Wronker Magic**, **Barbie Beach House Bash**, and **Kidding Around with Circle K 4-Legged Farm Animals**. Children from **birth to age 18** can sign up for the Summer Reading Program at the school’s **Juneteenth Celebration** (where they will also receive a free book!) or at the library **Alpaca Party on June 22**. Both events will be held on the **town eagle green**. The program culminates in a visit from **Adventuring Moana** on **August 17**. Sponsors include the **Windsor Library Association**, **Windsor Public Schools**, **CT Humanities Council** and the **Windsor Lion’s Club**.



In July the **Windsor Historical Society** will be lending their giant nine foot high map of Windsor to the **main library’s front lobby**. Filled with over **1000 photos of residents**, Society director, **Doug Shipman** describes the map as “a **fun way to ‘people’** our town in an **inclusive** and very visual way”. While at the library, staff have agreed to take **pictures of more residents** who would like to have their photo included on the map.

On June 18 Windsor taxpayers will be able to vote on the Town budget again, after it failed on May 14 by 4 votes. The **Library Services FY 25 proposed budget** is **\$1,991,200** which reflects an increase of **\$72,990** or **3.8%** to the **General Fund** due primarily due to **Personnel** as well as **Energy and Utility costs**

## **Windsor Library Association Update:**

Mike Zager reported that the WLA Annual meeting will be held on June 20. They have nearly reached their annual fundraising goal of \$21,000 and trust proceeds have increased. The group is discussing new initiatives for the future.

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

**Motion:** To accept the minutes with two minor corrections.

Made by: LeighAnn Tyson

Second: Mike Zager

Vote: Cheryl Curtis Y Carol Sama Y Fran Ward-Nelson Y Denise Panos Y  
Caren Barry Y LeighAnn Tyson Y Betty Hellerman absent  
Kaitlin Walsh absent, Michael Zager Y

**Set next tentative meeting date: Sept. 10, 2024 at 7PM (Meeting Room #1)**

**Motion:** To adjourn

Made by: Caren Barry

Second: Denise Panos

Vote: Cheryl Curtis Y Carol Sama Y Fran Ward-Nelson Y Denise Panos Y  
Caren Barry Y LeighAnn Tyson Y Betty Hellerman absent  
Kaitlin Walsh absent Michael Zager Y

**Meeting adjourned at: 7:40**

**Respectfully submitted:** Carol Sama