BOARD OF AGENTS
SILAS BRONSON LIBRARY MINUTES
Tuesday, May 17, 2022

PRESENT: President De Carlo, Vice President Wrenn, Secretary Geary, Agents, Cummings, Harrell, Ryan, Van Stone,

ALSO: Raechel Guest, Mary Jane Boucher, Lisa Bartkus

CALL TO ORDER: President De Carlo called the meeting to order at 6:01 p.m.

APPROVAL/ADDITIONS TO THE AGENDA:

On a motion by Agent Cummings, duly seconded by Secretary Geary, the approval of the agenda and any additions to the Tuesday May 17, 2022 Meeting of the Library Board of Agents.

MINUTES: MMSP:

On a motion by Secretary Geary, duly seconded by Agent Cummings, to approve the April 19, 2022 meeting minutes.

COMMUNICATIONS/PUBLIC COMMENT: None

DIRECTOR’S REPORT: Raechel Guest – Attached

Treasurers Report: Joe Stango

- Reviewed Wells Fargo Account
- Discussion regarding the $81,000+ in Cash
- Meeting with Finance Dept., Finance Committee and Wells Fargo

Finance & Funding: Holly Wrenn – Chairperson.

- Discussion on $81,000+
  - Finance Dept. recommended re-investing into the market
- On a motion by Agent Cummings, duly seconded by Vice President Wrenn to reinvest the $81,000 + in accordance with the managers professional opinion
- On a motion by Agent Cummings, duly seconded by Agent Ryan to transfer the $738.50 donation from Jack Paul Noujaim Community Foundation donation to the Bronson Book Budget for the purchase of Children’s Books
- On a motion by Agent Cummings, duly seconded by Vice President Wrenn to amend the previous motion to reinvest the $81,000+ to allow the Wells Fargo Manager to reinvest $70,000 of the approximate $81,000

Building & Projects: Jim Geary – Chairperson

- Submitted Capital Projects list to WDC to look for grants to assist in funding
  - Fire Panel
  - HVAC
  - Replacement of Bronze Panels on Building Exterior
  - Teen Zone Wall
  - Rear Patio Update
  - Side Patio Update
  - Convert Dumbwaiter in MRR to Passenger Elevator
  - Renovate and update MRR

Hall of Fame: Tim De Carlo – Board Liaison

- None
Friends: Tim De Carlo – Board Liaison

- 501c3 Approved
- October 14th Literacy Volunteers & Friends Designer Bag Bingo Fundraiser

Waterbury Cable Council:

- None

Sunshine Fund: Sue Beatty

- None

Other:

OLD BUSINESS:

- Tabled motion for allocation of $50,000 from Bronson Fund for the Library Information Technology Improvements in the City’s FY22 Capital Budget
  - Waiting for quotes regarding tabled motion
- Building Projects/Capital Projects
  - Submitted Capital Projects list to WDC in search of grants to assist in funding projects

NEW BUSINESS:

- Bequests & Donation Spreadsheet
  - Staffing Levels
  - Progress Time Frame
  - Quote for Audit of Bequests
    - Run by Finance to identify Cost of Audit

  On a motion by Agent Cummings, duly seconded by Agent Ryan to obtain quotes to audit the Library Bequests.

  On a motion by Agent Cummings, duly seconded by Agent Ryan to pull the motion to obtain quotes to audit the Library Bequests

  On a motion by Agent Cummings, duly seconded by Agent Ryan to Identify with various agencies to identify the costs to be able to audit/ascertain the percentages of the Library Bequests so we can track this going forward

ADJOURNMENT: MMSP

On a motion by Agent Ryan, duly seconded by Agent Van Stone the Library Board of Agents adjourned at 6:47 pm.

NEXT MEETING: June 20, 2022 at 6:00 pm

Respectfully submitted:
Lisa Bartkus for Jim Geary, Secretary