

# WATERBURY PUBLIC LIBRARY COMMISSIONERS' MEETING MINUTES

28 North Main Street

Tuesday, December 18, 2018 - 4:30 PM

Present: Dan DeSanto, Susan Mazza, Alice Durkin, Shannon DeSantis, Christine Wulff, William Shepeluk

1. Meeting called to order

2. Agenda adopted

3. Budget Discussion

- Option #1 adds one full time position, decreases several existing part time positions, increases technology librarian position 2 hours; 23.45% increase
- Option #2 same as option #1, but involves 15,000 transfer from Trust; 19.99% increase
- Option #3 maintains current staffing levels; includes 15,000 transfer from trust; increases book budget; 14.77% increase
- Option #4 adds 20 hour per week employee beginning in June; maintains 5 hour per week employee; 17.15% increase
- Option #5 adds 25 hour per week employee beginning in June, drops 5 hour per week employee when 25 hour per week position begins, increases retirement line, maintains all other staffing as is; 17.01% increase
- Currently circulation desk is staffed by a combination of: part time circulation assistants (25 of 49 hours), full-time staff, and volunteers; The use of volunteers is not ideal and utilizing full-time staff pulls the staff away from their primary responsibilities; the new circulation assistant position would also be utilized to increase community outreach efforts and quality of programming
- *Commissioners asked Bill to put forth Option #5 to the Select Board*
- Commissioners will attend January 14 Select Board meeting to discuss library budget

4. Patron Telescope Policy

- *Motion made to approve Patron Telescope Policy; Motion seconded and unanimously approved.*

5. Meeting adjourned at 5:42pm

Next Regular Meeting – Monday, January 14th, 2018 @ 6:30pm