

Wilton Public and Gregg Free Library  
Trustee Board Meeting Minutes  
February 18, 2022

The meeting was called to order at 8:05 a.m. at the Wilton Public and Gregg Free Library. Attending were Library Director Pat Fickett and trustees Nikki Andrews, Ron Brown, Felice Fullam, Alison Meltzer, Molly Shanklin (left at 9:45), Lynne Stone, Mary Ellen Brookes, and alternate trustee Peter Howd (left at 9:45). Town administrator Nick Germain and Fire Chief Don Nourse were guests.

Mr. Germain stated that the Select Board has decided to use ARPA funds for payment on the exterior work needed to install a sprinkler system - the town's share of the work. These are dedicated funds and there is a reporting responsibility. He was asked what the Select Board expects on reporting.

Chief Nourse joined the discussion and said that we should interact with the Water Commission. Alison volunteered to attend a meeting.

We should also get bids for the work before we see the Select Board. At this time, we have one bid.

It is important that we summarize what we do as we go forward and that we have a compliance plan in place.

The trustees stressed their preference for a Gregg Street water line noting that it would also benefit the residents.

Alison volunteered to write a letter. Alison and Molly will meet to coordinate their thoughts and plans.

We will be applying for an LCHIP grant to help with the interior work.

**Minutes** - 1/06 seal non-public (Ron, Molly)  
1/21 accepted (Ron, Molly)  
2/10 accept as amended (Molly, Alison)  
2/10 seal non-public (Nikki, Ron)  
2/14 accept (Ron, Lynne)

**Treasurer's report** - We will approve the completed report in March.

Moved by Molly and seconded by Ron: **that we approve the gifts of \$834.50 of which sum \$500.00 is restricted and \$334.50 unrestricted. The motion passed**

**Director's report** - approved (Ron, Lynne)

1. The library is busy and has been challenged by short-staffing.
2. The staff is working on outreach with the schools for March.

#### **Director search**

1. The members of the committee and Pat have worked on interview questions. Miss Boo will consult with other library staff members. Then Molly will re-compile a final list to be used during the interviews.
2. The committee will send an information packet based on the evaluation form (introduction by Lynne) to the candidates.

#### **Revised endowment draw**

After discussion and explanation, it was moved by Ron and seconded by Molly **that we change our investment policy to reflect a 3.5% draw off of a 12-quarter average.** The motion passed.

Julie Alix and Eric Jussaume of Cambridge Trust will present their financial overview at our March meeting.

#### **Old business**

1. Our rented storage place is changing management and changing its payment method. Moved by Ron and seconded by Nikki: **that we authorize Pat to set up an automatic payment plan for library storage space.** The motion passed.
2. The new website is almost ready. Pat hopes to have it up before March 1.
3. Felice reported that the Friends raised over \$100.00 for the library at the Artisan Fair.
4. We will revisit our emergency policy in April or May and update, if necessary.

#### **New business**

Pat encouraged the trustees to sign up for the Facilitator Training workshop.

The meeting ended at 10:32 a.m.

The next regular meeting of the trustees is scheduled for **Friday, March 18 at 8:00 a.m.** at the library.

Mary Ellen Brookes 2/18/22