

Wilton Public and Gregg Free Library  
Trustee Board Meeting Minutes  
August 20, 2021

The meeting was called to order at 8:02 a.m. in the courtroom of the Wilton Town Hall. Attending were Library Director Pat Fickett and trustees Nikki Andrews, Ron Brown, Felice Fullam, Alison Meltzer, Molly Shanklin, Lynne Stone (left at 9:15), Mary Ellen Brookes and alternate trustee Peter Howd.

Fire Chief Don Nourse came to update his report. A sprinkler system will be required for the library's lower level. He recommended dual-actuated sprinklers.

### **Minutes**

July 16 - amended and approved and  
August 4- approved (Lynne, Ron)

**Treasurer's report** - approved (Felice, Nikki)

Moved by Molly and seconded by Peter: **that we approve the unrestricted gift of \$500.00.** The motion passed.

**Director's report** - amended and approved (Ron, Felice)

### **Status of fire safety projects**

The projects are going forward. The sprinkler system requires a separate water line. Alison will speak with Mike Bergeron. She will also seek estimates for the system from Hampshire Fire Protection, Life Safety, and Impact. Possible sources for funds are a warrant article and an L-CHIP grant.

### **Public meetings in the library**

After discussions on safety, it was decided that groups can meet as long as mask and cleaning rules are followed. There will be no use of public restrooms.

### **Proposed changes to town employee evaluation**

The town has formed a new wage committee.

The trustees believe that performance must be evaluated in relationship to the job description. Pat, Molly, and Peter will review the library's old wage and salary scale. We will revisit the topic at our September meeting.

### **Strategic planning**

Molly presented her fine-tuning of the Director's job description. Pat will review and comment.

We continue to envision the future of the library and how to match the library's role in the community with the community's role in the library.

We must work on getting the information out to the people

### **Old business**

1. The SHARP Grant has been submitted. Results should come in September.
2. The Friends will have a fundraising project at the town-wide yard sale on Saturday, September 11 from 9:00 a.m. to 1:00 p.m. They will offer a book sale, waters, and refreshments.
3. The Friends will send an October membership letter. Alison suggested using Every Door Direct Mail.

### **New business**

Pat suggested that the small bathroom be turned into a janitor's space. The trustees agreed. Pat and Molly will check on funding.

The meeting ended at 10:30 a.m. (Molly, Ron)

The next regular meeting of the trustees is scheduled for Friday, September 17 at 8:00 a.m. at the Town Hall.

Mary Ellen Brookes 8/20/21