



NEW BRITAIN BOARD OF TRUSTEES
March 22, 2023
MONTHLY BOARD MEETING
COMMUNITY ROOM
4:30 PM

Any member of the public wishing to speak at the meeting must notify the board at least 24 hours prior to the start of the meeting. Please email ahowes.nbpl@nbpl.info with your name and topic of discussion.

- I. Call to Order**
- II. Public Participation**
- III. Minutes of Previous Meeting:** February 2023
- IV. Action Items-**
 - A. Approval of Rules and Regulations
- V. Financial Report-** January 2023, February 2023
- VI. Library Director's Report**
 - A. Administrative Report- February 2023
 - B. Statistics- enclosed
- VII. Committee Reports – Committee Assignments**
 - A. Executive Committee/President's Report – Mr. Humen
 - B. Building Committee – Ms. Ierardi
 - C. Finance Committee – Mr. Whalen
 - D. Community Relations Committee – Mr. Puente
 - E. Friends of the New Britain Public Library – Ms. Cormier
 - F. Board Development Committee – Ms. Ierardi
- VIII. Old Business**
- IX. New Business**
- X. Correspondence**
- XI. Adjournment**

NEW BRITAIN PUBLIC LIBRARY
MINUTES OF ANNUAL BOARD OF TRUSTEES MEETING, February 22, 2023

PRESENT: Juan Berrios, Geoffrey Bray, Susan Girolomoni, Michael Humen, Donald Naples, Daniel Salerno, John Whalen

ABSENT: Sarah Cormier, Jerrell Hargraves, Deidra Ierardi, Andrew McCarthy, Carlos Puente, Francis Volz

STAFF: Pat Rutkowski, Marian Farley, Adam Howes

GUESTS: Ernesto Baez, Cathy Cheney

- I. **CALL TO ORDER:** at 4:36 p.m. by Michael Humen.
- II. **PUBLIC PARTICIPATION:** None.
- III. **MINUTES:** Geoffrey Bray moved to accept the minutes of the January 25, 2023 meeting of the Board of Trustees. Seconded by Dan Salerno. Motion passed.
- IV. **ACTION ITEMS:** None.
- V. **FINANCIAL REPORT:** None.
- VI. **A. LIBRARY DIRECTOR'S REPORT:** January 2023 report, as submitted by Pat Rutkowski. Pat also reported Emily Mulvey, Teen Librarian, has resigned; Brett Garabedian has been hired internally for the role. Circulation Supervisor, Emily Berardino has resigned and is leaving in March.

B. **Statistics** – as submitted.

VII. COMMITTEE REPORTS

- A. **Executive Committee/President's Report** – Mike Humen reported the committee met last week to review rules and regulations for the library. The committee will meet March 9th to set the ground rules for union negotiations.
- B. **Building Committee** – Geoffrey Bray reported the library is ready to sign a contract with Kleeberg Mechanical Services LLC for the replacement of the HVAC control system. A walkthrough with bidders for the carpet project is tomorrow. Geoffrey attended the mayor's mobile office held at the library and briefed her on current and future projects. Scaffolding for the terracotta project will be up until early summer. Terracotta pieces have been sent out for repair to a manufacturer in California (one of only two in the country).
- C. **Finance Committee** – John Whalen reported the library is under budget. The committee presented the 2023-2024 budget proposal to the NB Board of Finance and Taxation yesterday.

- D. **Community Relations Committee** – Susan Girolomoni reported the committee continues planning for Literary Libations. Susan distributed invitations for tickets and donations; Adam Howes is collecting ticket and donation money. Tickets are also being sold on Eventbrite, adding a small additional fee. Susan also offered solicitation letters to board members.
- E. **Friends of the New Britain Public Library** – Mike Humen reported the Friends Music and Media Sale was a success, clearing \$1530. The next event is the Spring Book Sale from March 30th to April 1st; there will be a bag sale on April 1st.
- F. **Board Development Committee** – None.
- I. **OLD BUSINESS**: None.
- II. **NEW BUSINESS**: None.
- III. **CORRESPONDENCE**: None.
- IV. **ADJOURNMENT**: The meeting adjourned at 5:12 p.m.

The next meeting will be on Wednesday, March 22, 2023, at 4:30 p.m. in the Community Room.