



Acton Public Library
60 Old Boston Post Road
Old Saybrook, Connecticut 06475

Board of Directors Regular Meeting
Tuesday, April 12, 2022

Attendance - Members present: Amanda Brouwer (Library Director), Nancy Walsh (Chairperson), Alan Schwarz (Vice Chairperson), Nathan Wise (Treasurer), Michael Cameron, Mary Delmonico, Susan Hitchcock Missel, MaryAnn Iadarola, and Ann Derouaux-Welch. Absent (*notified, **did not notify): Susan Mariani*. Others: Mandy Merritt (Board Recorder).

1. **Call to Order** - Chairperson Walsh called the meeting to order at 6:33pm. The Pledge of Allegiance was recited.

2. A motion was made by Mary Delmonico, seconded by Alan Schwarz, to add the topic of library participation in the town's Memorial Day Parade to the meeting agenda. All were in favor. No objections.

3. Approval of Minutes

The APLB meeting minutes of March 8, 2022 were reviewed. A motion was made by Alan Schwarz and seconded by Ann Derouaux-Welch to approve the minutes. All were in favor.

The Logo Sub-Committee meeting minutes of April 1, 2022 were reviewed. A motion was made by Nathan Wise and seconded by Mike Cameron to approve the minutes. All were in favor.

The Policy Sub-Committee meeting minutes of March 30, 2022 were reviewed. A motion was made by Mary Delmonico and seconded by Ann Derouaux-Welch to approve the minutes. All were in favor.

The Memorial Day Parade Planning Committee meeting minutes of March 14 and March 22, 2022 were reviewed. A motion was made by Nathan Wise and seconded by Alan Schwarz to approve the minutes. All were in favor.

4. Public Comment - None

5. **Acceptance of Financial Report** - Director Brouwer explained two upcoming unexpected repair expenditures. A motion was made by Ann Derouaux-Welch and seconded by MaryAnn Iadarola to approve the Financial Report as presented. All were in favor.

6. **Acceptance of Non-Town Fund Report** - Director Brouwer explained the use and allocation of ARPA grant funds. A motion was made by Ann Derouaux-Welch and seconded by MaryAnn Iadarola to accept the Non-Town Fund Report. All were in favor.

- 7. Acceptance of Statistics Report** - Director Brouwer mentioned an increase in circulation as compared to this time last year, computer assistance is popular and in-person visitor quantities are rising. Relative to the impact of covid precautions, Director Brouwer mentioned a change in digital magazine use and in-library hardcopy magazine use. A motion was made by Alan Schwarz and seconded by Mike Cameron to approve the Statistics Report as presented. All were in favor.
- 8. Correspondences** - An individual patron sent an email message which highly commended the services she received by Tech Time with Emma.
- 9. Library Director's Report** - Director Brouwer informed the board of the library's successful open house. Ann Derouaux-Welch and other APLB members complimented the library staff for their enthusiasm and helpfulness at the open house. APL is uploading historical library materials to UConn digital archives. APL is participating in the 'BorrowIt' program and will be reimbursed for this participation. Four staff members are going to the CLA Conference. Success of the pen pal program was mentioned. APL is planning community presence at farmer market and inquired with the chamber of commerce for a co-working spaces for book club gathering and other events. The Children's report included mention of the popular therapy dog program and the non-partisan civic leadership initiative for kids to learn about voting and town government, among other community-based initiatives. Young adults are active with music events, digital programs, and gaming. A volunteer from a special needs organization provided some cleaning at the library.
- 10. Friend's Report** - Nathan informed the Board that the proceeds from the book sale were the second highest ever. The next Friends meeting will be April 28 and the annual meeting will take place May 26, There will be nominations for a new slate of officers. The APLB then discussed the role of the liaison for the APLB and the Friends.
- 11. Old Business**
Nancy Walsh provided a status report on the logo design progress and informed the board of the process going forward. The design firm, Joy Riot, presented a variety of logo concepts for discussion with the committee.
- Nancy Walsh provided a summary of the policy sub-committee meeting, including mention of the revised collection development policy.
- Nathan Wise described the design concept that was developed at the parade subcommittee meeting. The general design of the first-ever library float has been established and participation at the parade by all board members is encouraged. Funding ideas were discussed.
- 12. New Business -**
Nancy Walsh informed the board of the town email communications policy related to FOI requirements. Ann asked for clarification regarding length of retention time required. Nancy will follow up with the board with more information.
- The library's meeting room policy change was discussed. A motion to change the policy to include 'No charge shall be made for admission to any program or meeting held at the library. However, groups that normally collect dues or membership fees may use the Meeting Rooms' was made by Mary Delmonico and seconded by Susan Hitchcock Missel. All were in favor.
- Changes to the Collection Development Policy were indicated in red font in the Board's April materials. These updates clarify maintenance, reconsideration and objections. A motion was made

by Alan Schwarz to approve the updates to the Collection Development Policy and was seconded by Mary Delmonico. All were in favor.

Chairperson Walsh informed APLB of the date for an upcoming private tour at the Madison Library. Ann Derouaux-Welch provided additional details, insights and expectations for the this tour. Related to visiting other libraries, Susan Hitchcock-Missel provided photos from her recent visit to the renovated Westport library.

13. **Adjournment** - A motion to adjourn the meeting was made by Alan Schwarz and seconded by Nathan Wise. All were in favor. The meeting adjourned at 7:55pm.

Respectfully submitted,
Mandy Merritt, *Board Recorder*