



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

**Board of Directors Regular Meeting**  
Tuesday, December 8, 2020

**Attendance**

Members present: Amanda Brouwer (Library Director), Nancy Walsh, (Board Chairperson), Alan Schwarz (Vice Chairperson), Kathleen Smith (Corresponding Secretary), Nathan Wise (Treasurer), Susan Mariani, Mike Osnato, Patricia Horn O'Brien, Michael Cameron. Absent (\*notified, \*\*did not notify): Janet Hodge-Burke\*\* Others: Mandy Merritt (Board Recorder)

**1. Call to Order**

Chairperson Walsh called the meeting to order at 6:32pm. The Pledge of Allegiance was recited.

**2. Approval of Minutes**

The regular meeting minutes of November 10, 2020 were reviewed. A motion was made by Mike Osnato and seconded by Nathan Wise to approve the minutes with a correction to the New Business regarding the Pugliese-presentation made to the Board of Selectmen. All were in favor. Mike Cameron abstained.

**3. Public Comment**

None

**4. Acceptance of Financial Report**

Director Brouwer noted the date error (2019 should be 2020). She then reported on the fiscal budget year-to-date noting the funds to be allocated to the backdoor replacement. There was discussion regarding the water bill and ways to mitigate or audit water use at the library. A repair is needed for entryway heating regulators that are not working properly. A motion was made by Alan Schwarz and seconded by Kathleen Smith to approve the Financial Report. All were in favor. The Financial Report was approved as presented.

**5. Acceptance of Non-Town Fund Report**

Director Brouwer reported on Non-Town Funds used for programming supplies and consumables. Due to the pandemic, in-person projects are on hold. A motion was made by Alan Schwarz and seconded by Kathleen Smith to approve the Non-Town Fund Report. All were in favor. Non-Town Fund report approved as presented.

**6. Acceptance of Statistics Report**

Director Brouwer reported on library statistics, including digital materials. Circulation is down. However, curbside pick up is active. Amanda mentioned that statewide library circulation is low. Craft, virtual programs, digital materials are popular and new options (puzzles and games) will soon be made available. A motion was made by Pat O'Brien and seconded by Mike Osnato to approve the Statistics Report as presented. All were in favor. Statistics Report approved as presented.

**7. Correspondences**

Nathan Wise presented information from the Waterford Library President, Rabbi Rosenberg, regarding a holocaust program available. Mike Osnato commented encouraging inclusiveness considering that mass genocide is happening in a variety of locations throughout the world.

Amanda Brouwer presented a communication from a community member that was highly complimentary of the library's service during the pandemic. This communication was also shared with the town's First Selectman.

### **8. Library Director's Report**

Director Brouwer provided her report beginning with the status of the process to find a replacement employee in the children's room for story time and programs. 35%-40% of Connecticut libraries have closed again due to the upsurge in virus cases. A variety of new entertainment options (memory games, popcorn & movie, hot chocolate and candy) are available. With the increase of cleaning requirements a dish washer has been obtained and washer and dryer will soon be added to the libraries resources. Adult programs with virtual demonstration include cooking and crafts. The board will discuss the policy manuals in a future board meeting. The Children's programs are really popular - crafts are quickly reserved and picked up by community members. Meditation as one of the teen programs is showing interest along with Dungeons & Dragons, 'Girls Who Code' and a Grab & Go craft.

### **9. Friend's Report**

None.

### **10. Old Business**

Amanda presented the number of responses from the strategic planning survey. Mike Osnato provided a comparison to illustrate the percentage of respondents.

There was extensive discussion regarding the timing of the strategic plan, the survey results and the overall consulting project. Due to extenuating circumstances related to the pandemic, the board is suggesting that the agreed the contract and timelines need to be revisited. The board considered a variety of options for a way forward. Nathan Wise made a motion that was discussed and then Nathan withdrew that motion requesting the topic to be revisited at the Board's January Meeting. Amanda Brouwer, Nancy Walsh and Susan Mariani agreed to meet with the consultant, Maxine, to discuss timing concerns due to the return of rising virus cases in the community. A motion was made by Alan Schwarz and seconded by Mike Cameron to discuss the timing of the strategic plan with the consultant. All were in favor. Motion was approved.

### **11. New Business**

Amanda presented a list of goals and objectives for next year and asked the Board for feedback and input prior to the budget presentations. Amanda highlighted the need to provide support for technology use.

Amanda noted the Union contract coming up. There is a need for better service continuity for weekends and nights. Also, a change is needed to offer a full time Young Adult and reference librarian, including technology help. In the past this has been a high turnover role due to the part-time limitation.

### **12. Adjournment**

A motion was made by Alan Schwarz and seconded by Patricia O'Brien to adjourn the meeting. All were in favor. Meeting adjourned at 8:03pm.

Respectfully submitted,

Mandy Merritt,  
*Board Recorder*