



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

Board of Directors Regular Meeting
Tuesday, June 14, 2022

Attendance - Members present: Amanda Brouwer (Library Director), Nancy Walsh (Chairperson), Alan Schwarz (Vice Chairperson), Nathan Wise (Treasurer), Susan Mariani (Corresponding Secretary), Michael Cameron, Susan Hitchcock Missel, MaryAnn Iadarola, and Ann Derouaux-Welch, Mary Delmonico. Absent (*notified, **did not notify): none. Others: Deb Grass (Tucker Family Trust), Brian Sheehan (Advisor to Trustees), Nancy Prescott (Friend's co-President), Mandy Merritt (Board Recorder).

1. **Call to Order** - Chairperson Walsh called the meeting to order at 6:31pm. The Pledge of Allegiance was recited.

2. **Tucker Family Trust** - Deb Grass presented the history of the trust and the matching grant challenge. Brian Sheehan provided details regarding the investments, status and structure of the trust. They both explained generally how the funds are allowed to be used by the library. Brian explained that there is now a fund request form for processing requests from this trust.

3. **Approval of Minutes**

The APLB meeting minutes of May 10, 2022 were reviewed. A motion was made by MaryAnn Iadarola and seconded by Ann Derouaux-Welch to accept the minutes. All were in favor.

The Policy Subcommittee meeting minutes of June 6, 2022 were reviewed. A motion was made by Susan Mariani and seconded by MaryAnn Iadarola to accept the minutes. All were in favor.

4. **Public Comment** - None

5. **Acceptance of Financial Report** - Director Brouwer explained that there is an outstanding repair bill. Chairperson Walsh asked for clarification about the cleaning line item related to the overall town budget. There was a discussion regarding purchase of large print books. Ann Derouaux-Welch asked about the impact of Middletown library stepping out of the regional library consortium. A motion was made by Mary Delmonico and seconded by Alan Schwarz to accept the Financial Report as presented. All were in favor.

6. **Acceptance of Non-Town Fund Report** - There was a purchase of APL swag to raise community awareness of the library's the new logo. Director Brouwer highlighted the upcoming summer reading event. A motion was made by Ann Derouaux-Welch and seconded by Susan Mariani to accept the Non-Town Fund Report. All were in favor.

7. **Acceptance of Statistics Report** - Director Brouwer predicts an increase with the upcoming summer activity. Ann Derouaux-Welch made note of the ebooks statistics comparison to the previous year and excitement to see the statistics increasing again at this point in the recovery from the pandemic. Director Brouwer mentioned that the Rotary Club asked if the library could use more laptops. A motion was made by Alan Schwarz and seconded by MaryAnn Iadarola to accept the Statistics Report as presented. All were in favor.

8. **Correspondences** - None.

9. **Library Director's Report** - The upcoming library staff meeting topic will include a discussion about burnout, summer reading and the 3D printer. There are several volunteers helping at the library now. There is currently an issue with email communications in the library's system. There is now a boosted wifi system, The outer areas of the library have been cleaned up (weeding, sign washed), Adult programs are active and well attended. Many outdoor library events are planned including summer reading programs, Juneteenth, all-day outdoor music program, and outdoor open mic. School visits have been full of pre-summer break high energy, story times for children and the summer reading program with prizes, The OS Garden Club has been a great supporter of the library including flower arrangements, kits for kids, and most recently the Pizza Garden. Amanda mentioned the strategic plan and goals relative to outreach and connecting these concepts with the community. There is a plan for the library to host a table at the Wednesday morning Old Saybrook farmer's market. Chairperson Walsh and other board members mentioned that the library's parade float went over very well with the community at the Memorial Day parade.

10. **Friend's Report** - Nathan provided the Friend's report including mention of the book and bake sale success this year, youth volunteers had assisted and new Friends have joined as a result. The library's strategic plan was presented and discussed. The Friends will participate in the community Christmas tree decorating and at the library's summer Farmer's Market booth. Donations have been received and plans for the next book sale are in the works. Emily Miller and Nancy Prescott, Co-Presidents of the Friend's Board, will serve as liaisons from the Friend's Board to the Library Board of Trustees. Nancy Prescott informed the APLB that a new secretary, Sally Fritsche, was elected along with other newly elected officers.

11. **Old Business** - None.

12. **New Business**

- A. State construction grant - Director Brouwer explained the state construction grant notice of intent is to be submitted and the details of the grant were read to the board members. A motion was made by Alan Schwarz and seconded by Mike Cameron to submit a notice of intent for the state construction grant. All were in favor.
- B. Feasibility study special meeting - Chairperson Walsh informed the board members of a special APLB meeting scheduled for July 12, 4-7pm to review the feasibility study. Dinner will be served. More information will be emailed to the board members. Ann Derouaux-Welch suggested that the board create a clear plan for an efficient meeting. Nathan Wise suggested inviting an external library director who has recently gone through this same process to share their insights for success.
- C. 3D print policy - MaryAnn Iadarola informed the board of a spelling typo to be corrected in the policy. Director Brouwer will provide training sessions for staff. A motion was made by Alan Schwarz and seconded by Mary Delmonico to approve the 3D printer policy. All were in favor.
- D. Scranton Library - The board viewed a series of photos of the Scranton Library as a benchmark of good library design ideas.

13. **Adjournment** - A motion to adjourn the meeting was made by Ann Derouaux-Welch and seconded by Nathan Wise. All were in favor. The meeting adjourned at 8:07pm.

Respectfully submitted,
Mandy Merritt
Board Recorder