



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

**Board of Directors Regular Meeting**  
Tuesday, November 9, 2021

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

1. **Call to Order** - Chairperson Walsh called the meeting to order at 6:30pm. The Pledge of Allegiance was recited.

2. **Approval of Minutes** - The meeting minutes of October 12, 2021 were reviewed. A motion was made by Mary Delmonico and seconded by Sue Mariani to approve the minutes. All were in favor. The meeting minutes were approved as submitted.

3. **Public Comment** - None

4. **Acceptance of Financial Report** - Director Brouwer mentioned the status of the boilers and final invoicing for the consultant Maxine Bleiweis. A motion was made by MaryAnn Iadarola and seconded by Susan Hitchcock Missel to approve the Financial Report as presented. All were in favor.

5. **Acceptance of Non-Town Fund Report** - Director Brouwer informed the Board of spending down of Ambulance Association health books. Director Brouwer informed the Board on the status of the Van Epps quilt project. A motion was made by Nathan Wise and seconded by Susan Hitchcock Missel to accept the Non-Town Fund Report as presented. All were in favor.

6. **Acceptance of Statistics Report** - Director Brouwer brought attention to the ebook numbers and explained the challenges with wait times for popular ebooks and the higher cost of ebooks. The library is currently experiencing low traffic on Sundays. A motion was made by Susan Mariani and seconded by MaryAnn Iadarola to approve the Statistics Report as presented. All were in favor.

7. **Correspondences** - None

8. **Library Director's Report** - Director Brouwer provided her report beginning with the announcement of Administrative Assistant Justyna's departure, this job opportunity is now posted. Amanda also highlighted the Fire Marshal's safety training. She also mentioned LION 2.1% fee increases. Amanda explained the library's ideas for participation in the town's holiday 'Starlight' event this year. Nathan encouraged all members of the APLB to promote, attend and participate in this event. Sue suggested using this event to survey town people. Attendance at Adult programs is increasing. For the Children's report, Director Brouwer mentioned the success of the Purple People book walk with over 300

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participants. YA report highlighted the development of more in-person participation and discussion about the Fairy Doors initiative. The Tech Time classes at the library also have sign-ups.

**9. Friend's Report** - Nathan informed the Board of the Friends' September 23 meeting including activities of the committees and mention of the success of the book sale, reduction in membership but increase in donation amounts, there was also mention of the holiday plans including gift wrapping, special holiday books for sale. There was also discussion of the liaison role, Nathan and Amanda each informed the Friend's of the library's various activities. The next meeting will take place January 27, 2022. After Nathan's report, there was additional discussion among the APLB members expressing great appreciation for the generosity, participation, support for Amanda's impecunious requests and fundraising by APL's Friend's Group.

#### **10. Old Business**

- A. Policy Subcommittee minutes (Agenda correction: 'Strategic Planning Subcommittee' was supposed to indicate 'Policy Subcommittee'): A comprehensive new APLB member orientation packet is being developed. Susan Hitchcock Missel suggested implementing an annual orientation for all active APLB members.
- B. Acceptance of Strategic Plan: Chairperson Walsh explained the approach for each member to work on one of the goals in the plan. Board members are asked to let Director Brouwer know which goal they would like to support and Director Brouwer will organize the Board member's goal selection preferences. Susan Hitchcock Missel asked about the library's ability to help promote the community's activities and a detailed discussion on this topic followed. A motion to approve the new Strategic Plan was made by Susan Mariani and seconded by Nathan Wise. All were in favor. The new Strategic Plan was approved.

**11. New Business - Chairperson Walsh and** Director Brouwer explained the need to create a subcommittee to manage the library's logo redesign, development and branding research. A couple of branding agencies have provided explanation of the process, timing and fee estimates.

**12. Adjournment** - A motion to adjourn was made by Susan Mariani and seconded by Mary Delmonaco to adjourn the meeting. All were in favor. Meeting adjourned at 7:58pm.

Respectfully submitted,  
Mandy Merritt, *Board Recorder*