



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

Board of Directors Regular Meeting
Tuesday, October 12, 2021

Attendance

Members present: Amanda Brouwer (Library Director), Nancy Walsh, (Board Chairperson), Alan Schwarz (Vice Chairperson), Nathan Wise (Treasurer), Susan Mariani (Corresponding Secretary), Patricia Horn O'Brien, Michael Cameron, Mary Delmonico, Susan Hitchcock Missel and MaryAnn Iadarola. Absent (*notified, **did not notify): None. Others: 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. Approval of Minutes

The meeting minutes of September 14, 2021 were reviewed. A motion was made by Alan Schwarz and seconded by MaryAnn Iadarola to approve the minutes. All were in favor. The meeting minutes were approved as submitted.

The minutes from the Special Meeting of September 24, 2021 were reviewed. A motion was made by Susan Mariani and seconded by Alan Schwarz to approve the minutes. All were in favor. The Special meeting minutes were approved as submitted. Abstentions: Susan Hitchcock Missel and MaryAnn Iadarola.

3. Public Comment - None

4. Acceptance of Financial Report

Director Brouwer explained the additional line items of a septic tank cover replacement and window seals repairs. Chairperson Walsh asked for clarification regarding weekend payroll. A motion was made by Pat O'Brien and seconded by MaryAnn Iadarola to approve the Financial Report as presented. All were in favor.

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5. Acceptance of Non-Town Fund Report

Director Brouwer informed the Board of three small funds that were used. Alan asked what was included in the general gift fund expenditures. Director Brouwer informed the Board Members of the ARPA items installation status. A motion was made by MaryAnn Iadarola and seconded by Pat O'Brien to accept the Non-Town Fund Report as presented. All were in favor.

6. Acceptance of Statistics Report

Director Brouwer reported on library statistics noting that the numbers are higher this month relative to a year ago at this same time. Children's library numbers tend to increase when there is a story time offered. Audio and ebook, and Hoopla circulation is popular, interlibrary loans are active and Director Brouwer made special note of many requests for books from Yale. Computer 1:1 assistance is picking up. When programs take place outdoors, the number of participants are not being counted by the door scanner, which lowers the actual overall library usage numbers. Delivery of newly purchased books is sporadic due to varied processing times. Alan asked how new books are selected for the library's collection. Director Brouwer provided a wide range of book review sources, requests for local authors, including self-published works, and she cited the option on the library's website for community members to make requests for the library to consider, as well as in-person requests. Susan Mariani asked about equity relative to the library's standards used to determine whether or not the collection is well represented. Director Brouwer emphasized the popularity and success of the library as represented by many factors beyond just the circulation numbers. A motion was made by Mary Delmonico and seconded by Susan Mariani 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 the library being available again on Sundays and the schedule for the upcoming holiday season. The RFP for the architecture study was launched. The quote for library's door system was higher than anticipated. North Stonington Wheeler Library is now in the LION system. Acton may experience increased interlibrary loans to them. There was mention of an upcoming local author's event. The children's report highlighted the popularity and variety of programs focused on town service providers, nature walk kits and story-walks and the grab-and-go crafts continue to be popular. The teens report highlighted the musical, cooking and gaming programs. The summer reading prizes were awarded.

9. Friend's Report

Nathan informed the Board of the Friends' officer elections and the discussion that took place regarding donations and officer duties. Nathan informed the Friends of APLB's appreciation of the efforts made by the Friends. A Friend's book sale and bake sale will take place November 19 & 20.

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10. Old Business

- A. Strategic Plan - Discussion took place including a recounting of the actions taken up to this point. Susan Mariani voiced concerns about the lack of specificity in the plan. Chairperson Walsh and Director Brouwer encouraged each Board member to participate actively and take responsibility for an area of the strategic plan. Director Brouwer highlighted that the library staff provided input and that the staff is really looking forward to having the strategic plan objectives. Chairperson Walsh offered several ways to observe with objectivity. An approval vote is slated to take place at the November 2021 APLB meeting
- B. As part of the strategic plan, a Mission Statement was developed. Pat O'Brien suggested adding mention of the library's broad range of audience. Susan Hitchcock asked where she might be able to view examples of other library mission statements. Nathan suggested the addition of "The Acton Public Library seeks to..." The Board agreed with Nathan's addition. A motion to approve the mission statement... "The Acton Public Library seeks to build a welcoming community with free and open access to information and experiences that engage the imagination, inspire learning, and foster the exchange of ideas." was made by Mike Cameron and seconded by MaryAnn Iadarola. All were in favor. The new mission statement was approved.

11. New Business

- A. Circulation and Borrowing Policy - Director Brouwer informed the Board of feedback from the community regarding the remaining library fines and she explained the ALA's 'Resolution of Monetary Library Fines as a form of Social Inequity' and encouraged the Board to consider revising the library's 2018 circulation and borrowing policy. A motion was made by MaryAnn Iadarola to approve the revised Circulation and Borrowing Policy which includes removal of all fines. This was seconded by Mike Cameron. All were in favor. The policy update was approved.
- B. Hotspot, Laptop, and Telescope Lending Policy - Director Brouwer explained the updates. A Motion to approve the updated policy was made by Mary Delmonico and seconded by Alan Schwarz. All were in Favor. The policy update was approved.

12. Adjournment

Prior to closing the meeting, Chairperson Nancy notified the board of a letter of resignation received from Pat O'Brien. After Chairperson Walsh read the letter, Pat O'Brien said a few words of gratitude and support to the Board. In turn, the Board expressed gratitude for Pat O'Brien's contributions. A motion to adjourn was made by Nathan Wise and seconded by Pat O'Brien to adjourn the meeting. All were in favor. Meeting adjourned at 8:01pm.

Respectfully submitted,
Mandy Merritt, *Board Recorder*