

**60 Old Boston Post Road Old Saybrook, CT 06475 (860)395-3184**

**Acton Public Library Board of Trustees Meeting**

**Regular Meeting Minutes**

**Tuesday, April 9, 2024 – 6:30 P.M.**

1. **Call to Order/Pledge of Allegiance**

Chairperson N. Walsh called the meeting to order at 6:33 P.M.

The Pledge of Allegiance was recited.

**Members present:** N. Walsh (Chairperson), N. Wise (Treasurer), S. Mariani (Corresponding Secretary), M. Cameron, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola

**Members absent:** A. Schwarz (Vice-Chairman), M. Delmonico

**Staff:** A. Brouwer (Library Director); J. Galli (Recording Clerk)

**In attendance:** N. Prescott, Co-President of Friends

**2. Approval of Minutes**

**MOTION** to approve the **Board Meeting Minutes** of Tuesday, March 12, 2024 as presented **MADE**: A. Derouaux-Welch **SECONDED**: M.A. Iadarola **VOTING IN FAVOR:** N. Walsh,N. Wise, S. Mariani, M. Cameron, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 7-0-0.

**MOTION** to approve the **Library Renovation Committee Meeting Minutes** of Friday, March 8, 2024 as amended at the March 20th meeting **MADE**: A. Derouaux-Welch **SECONDED**: S. Mariani **VOTING IN FAVOR:** N. Walsh,N. Wise, S. Mariani, M. Cameron, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 7-0-0.

**MOTION** to approve the **Library Renovation Committee Meeting Minutes** of Wednesday, March 20, 2024 as presented **MADE**: S. Mariani **SECONDED**: M. Cameron **VOTING IN FAVOR:** N. Walsh, N. Wise, S. Mariani, M. Cameron, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 7-0-0.

**3. Public Comment –** None

**4. ACCEPTANCE OF FINANCIAL REPORT**

We are where we want to be with 28% remaining in the budget for the year. Twenty thousand dollars will be taken out of the budget for the heat pumps which will arrive shortly. The $100 annual yearly membership is due for the Ass. of Ct Library Boards. Two thousand eclipse sunglasses were purchased with a few hundred held back for the Eclipse event. The event went well with 278 attending.

**MOTION** to accept the **Financial Report** as presented **MADE**:A. Derouaux-Welch **SECONDED**: M.A. Iadarola **VOTING IN FAVOR:** N. Walsh, N. Wise, S. Mariani, M. Cameron, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None

**MOTION APPROVED:** 7-0-0.

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

A purchase was made with Connecticard funds for logo items including flashlights, hand sanitizers and bags for summer gifts/prizes. This year instead of the Farmer’s Market, the library will be present at a few of the town green summer concerts.

**MOTION** to accept the **Non-Town Fund** **Report** as presented **MADE**: N. Walsh **SECONDED**: N. Wise **VOTING IN FAVOR** N. Walsh, N. Wise, S. Mariani, M. Cameron, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 7-0-0.

**6. ACCEPTANCE OF STATISTICS REPORT**

Circulation is doing well, back up to pre-covid numbers. Eleven thousand physical items were circulated with an additional five thousand electronic items this year. Hopefully soon there will be a rebound for the numbers of library cards given out. Amanda explained that people don’t realize all they could do with a card. This month, 39 patrons received a new library card and 22 renewed their cards. Hoopla was reduced to five borrows a month but they do have specials occasionally which allow extra borrows. One-on-One tech classes are doing well.

**MOTION** to accept the **Statistics Report** as presented **MADE**: , S. Hitchcock Missel **SECONDED**: A. Derouaux-Welch **VOTING IN FAVOR:** N. Walsh, N. Wise, S. Mariani, M. Cameron, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 7-0-0.

**7. CORRESPONDENCES –** None

**8. LIBRARY DIRECTOR’S REPORT**

Six members of the staff will attend the CLA Conference split over two days. Amanda attended a conference where Governor Lamont spoke about the importance of state history and America 250. Amanda was asked to chair the celebration for Old Saybrook and is currently forming a committee. Acton is participating in Passport to Ct Libraries which encourages patrons to visit other libraries in the state and get their passport stamped during the month of April. The CFMC has donated nesting balls to create a contest for bird aficionados. Lawn games and seasonal Library of Things items are back in circulation. Amanda is getting Narcan training through the town this month. In March, 372 patrons used the resources in Overdrive. 2060 patrons accessed our free wifi.

During the month of March, 28 adult programs were offered with 232 attending. The most popular was Irish music with Dan Ringrose. The Seed Library started in March and will run through June. Thirty people attended the Intergenerational Paint Night. Some students in our volunteer program have stepped forward with service project aspirations. This month we will have an All-Ages Craft Night with Jaslyn H leading the program for Friendship Bracelets. Marcus S is bringing his love for trains to a Train Talk for Teens program scheduled for April 25th and Emily M is putting together a tabletop game program for May. Women’s History is on display with new books, biographies and selected novels by women authors.

The children’s library hosted 24 programs with 762 participants. Over 50 people attended the Bunny Hop. The Leprechaun program was a hit. We once again partnered with OS Youth and Family Services for a Bilingual Storytime with another date coming up. The Friends of the Library sponsored the Tiny Art event. Their work will be on display through April.

**9. FRIEND’S REPORT**

The Friends met for a special meeting on March 20th and unanimously voted to donate $10,000 to the library to cover postcard costs and to hire a consultant to coordinate fundraising for the renovation.

The next quarterly meeting: April 24th at 11 A.M.

Annual meeting: May 23rd at 5:30 P.M. Amanda will do a presentation about the renovation. Refreshments will be served.

**10. OLD BUSINESS**

1. **Subcommittee Updates**

**Library Renovation Committee** – MaryAnn presented some of what the committee has accomplished thus far:

* Created the postcard that was mailed to over 5,000 residents informing them of the upcoming renovation.
* Revised and approved the job description for the Capital Campaign Coordinator. The job was posted on our website as well as town and other areas.
* Developed and completed the FAQs on the website. Answers to many questions can be found there.
* Met with people in the field about fundraising and brought that information back to the committee.
* Mike created a lighthouse kiosk to help us collect donations.

**Float Committee for Parade** – Susan Mariani presented. The committee must get the banner ordered and brainstormed design ideas with the Board. They also discussed the purchase of t-shirts or buttons to get the word out about the renovation. The committee needs help with the replanting of the poppies.

**11. NEW BUSINESS**

1. **Strategic Plan Update Discussion**

A subcommittee of three will be created to make sure the strategic plan is revised as needed. They will devise a plan for achieving the goals. The plan for the committee is to start in May and be finished by September. The Board members can contact Nancy Walsh if they’re interested.

**13.** **ADJOURNMENT**

**MOTION** to adjourn the meeting of Tuesday, April 9, 2024 at 7:42 P.M. to the next scheduled meeting of **Tuesday, May 13, 2024 at** **6:30 P.M.** in the Main 2nd Floor Conference Room as presented **MADE**: N. Wise **SECONDED**: M. Cameron **VOTING IN FAVOR:** N. Walsh, N. Wise, S. Mariani, M. Cameron, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 7-0-0.

Respectfully submitted,

Joanne Galli

Recording Clerk