



ACTON PUBLIC LIBRARY

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

Acton Public Library Board of Trustees Meeting

Regular Meeting Minutes
Tuesday, November 8, 2022 – 6:30 p.m.
60 Old Boston Post Road
Main 2nd Floor Conference Room

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Vice Chairperson Schwarz called the meeting to order at 6:30 p.m. The Pledge of Allegiance was recited.

Members Present: A. Schwarz (Vice Chairperson), S. Mariani (Corresponding Secretary), N. Wise (Treasurer), M. Cameron, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola

Members Absent (*notified, **did not notify): *N. Walsh (Chairperson), *M. Delmonico

Staff: A. Brouwer (Library Director), J. Galli (Board Clerk)

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

2. APPROVAL OF MINUTES

MOTION to approve the **Meeting Minutes** of October 11, 2022 and the **Torchlight Float Subcommittee Minutes** of October 26, 2022 as presented **MADE:** M.A. Iadarola **SECONDED:** A. Derouaux-Welch **VOTING IN FAVOR:** A. Schwarz, S. Mariani, N. Wise, M. Cameron, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None
APPROVED: 7-0-0.

3. PUBLIC COMMENT - None

4. ACCEPTANCE OF FINANCIAL REPORT

To assess for use vs. cost Value Line's usage is being tracked. Lion's pricing is being increased by 2%. Audiobook and eBook pricing is also increasing. Transparent Language cost has been reduced.

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

5. ACCEPTANCE OF NON-TOWN FUND REPORT

Funds for coffee mugs and water bottles were taken out of October's operating budget.

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

6. ACCEPTANCE OF STATISTICS REPORT

Study rooms are busy. The library has been getting an influx of students needing Proctoring Services. The demand for Audio Books is rising.

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

7. CORRESPONDENCES

A. Brouwer has received many positive comments from patrons about how E. Sheehan and B. Story have been helpful.

8. LIBRARY DIRECTOR'S REPORT

S. Levitz has been hired as a circulation assistant with one more position available. Everyone enjoyed the Volunteer Breakfast. A. Brouwer submitted the annual State Report for July 2021-June 2022. The total circulation was 111,648 (including digital and physical). There were 747 programs with 5,670 attendees. 57,902 people entered the building and over 6,200 reference questions were answered. During the month of October, 27 adult programs were offered with 181 attending. There were 23 programs for children with 754 participants. Read with Henry was attended by 18. YA programming is having continued success. Thank you to the Volunteers for giving their time for games, crafts and service. The Board was concerned that the wording for the promotional material for the YA Adolescent Health Event on Zoom 11/09 was incorrect. They discussed the importance of following program policy. Thank you to D. Moran and the O.S. DPW for leaf blowing, moving shelves and cleaning out the storm drains.

Coming up – History of the Stars and Stripes on Nov 14th and Friendsgiving for Cookbook Club Nov 22. Rare Book Specialist Ken Glass has been rescheduled for Dec. 1. Preparations are underway for the Evergreen StoryWalk and Starlight Festival. The library will be closed on the Sunday of Thanksgiving.

9. FRIEND'S REPORT

N. Wise presented. November 18/19 will be the next small book sale/bake sale. At their meeting Friend's discussed the possibility of selling children's books the month of December and t-shirts.

10. OLD BUSINESS

A. Update: Building Sub-committee and RFP

RFP has been submitted to D. Moran, the Facilities Manager, to put in the Town's requirements. It will then go to C. Fortuna for review.

B. Update: Torchlight Parade Library Float

N. Wise plans to read a Christmas story on the float. The Committee will meet on November 15th to further discuss decorations for the float that will include a carpet donated by Johnson Flooring.

C. Formation of Communications Committee for Renovations postponed to December.

11. NEW BUSINESS – None.

12. ADJOURNMENT

MOTION to adjourn the meeting of November 8, 2022 at 7:55 p.m. to the next regularly scheduled meeting of Tuesday, December 13, 2022 at 6:30 p.m. in the Main 2nd Floor Conference Room as presented **MADE:** A. Derouaux-Welch **SECONDED:** M.A. Iadarola **VOTING IN FAVOR:** A. Schwarz, S. Mariani, N. Wise, M. Cameron, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 7-0-0.

Respectfully submitted,

Joanne Galli
Board Clerk