



**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, October 14, 2023 – 5:00 P.M.**  
**60 Old Boston Post Road**  
**Friends Conference Room**

**1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Chairperson N. Walsh called the meeting to order at 5:07 P.M.  
The Pledge of Allegiance was recited.

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

**Members absent:** N. Wise, M. Delmonico, A. Schwarz

**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 10, 2023 as presented **MADE:** A. Derouaux-Welch **SECONDED:** M.A. Iadarola **VOTING IN FAVOR:** N. Walsh, S. Mariani, M. Cameron, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None  
**MOTION APPROVED:** 6-0-0.

**MOTION** to approve the **Renovation Subcommittee Meeting Minutes** of November 3, 2023 as amended with the correct spelling of Ann Derouaux-Welch **MADE:** M.A. Iadarola **SECONDED:** A. Derouaux-Welch **VOTING IN FAVOR:** N. Walsh, S. Mariani, M. Cameron, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None  
**MOTION APPROVED:** 6-0-0.

**3. PUBLIC COMMENT – None**

**4. ACCEPTANCE OF FINANCIAL REPORT**

A. Brouwer presented a preliminary FY25 budget which is due in December. The bulk of the increase is for employee salaries. Lion expects an increase in operational costs of 3% across all libraries in the consortium. The interior sliding door and front door to Old Boston Post Road have been fixed but have not been billed yet.

**MOTION** to accept the **Financial Report** as presented **MADE:** S. Mariani **SECONDED:** M. Cameron **VOTING IN FAVOR:** N. Walsh, S. Mariani, M. Cameron, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 6-0-0.

## 5. ACCEPTANCE OF NON-TOWN FUND REPORT

The Board discussed the depositing of general gift funds into interest bearing accounts.

**MOTION** to accept the **Non-Town Fund Report** as presented **MADE:** M. Cameron **SECONDED:** A. Derouaux-Welch **VOTING IN FAVOR:** N. Walsh, S. Mariani, M. Cameron, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 6-0-0.

## 6. ACCEPTANCE OF STATISTICS REPORT

A. Brouwer reported that overall circulation of physical and electronic materials are up from last year with overdrive magazine circulation increasing five-fold. The library's usage of Hoopla has doubled since 2020.

**MOTION** to accept the **Statistics Report** as presented **MADE:** M. Cameron **SECONDED:** S. Hitchcock Missel **VOTING IN FAVOR:** N. Walsh, S. Mariani, M. Cameron, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola, **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 6-0-0.

## 7. CORRESPONDENCES – None.

## 8. LIBRARY DIRECTOR'S REPORT

The library's 20-hour Assistant position has been filled, the new employee began on Monday, November 13<sup>th</sup>. The State Library Board has their next meeting on November 27<sup>th</sup>. We have a tentative date to present our library budget to the BOF/BOS on January 27<sup>th</sup>. The Strategic Plan is expiring in 2024. The police chief, in his capacity as emergency management, is writing the RFP for the generator. The library will be closed for Thanksgiving on November 23<sup>rd</sup> and 24<sup>th</sup>.

During the month of October, 28 adult programs were offered with 167 attending. The October 30<sup>th</sup> "History of Halloween" was cancelled due to presenter illness and is rescheduled for October 29, 2024.

The children's library had 25 programs with 659 participants. Storytime is wrapping up and will begin again in January. Library Assistant Rebecca has created a monthly scavenger hunt for kids and their families to enjoy. Grab & Go crafts leave the shelves as quickly as they're placed.

YA is having a great time with Open Mic Night with the next one slated for November 22<sup>nd</sup>. There will be a "Screen Test Workshop" On November 17<sup>th</sup> with Lisa Lelas open to ages 12-17 yrs with registration. Upcoming displays will include November's Indigenous peoples displays, aviation and food-centered titles.

### Coming up:

- The library will be participating in the Starlight Festival on December 2<sup>nd</sup> at the Town Green from 2 - 4:30 with storytime and crafts.
- On December 12<sup>th</sup> Rebecca Bayreuther Donohue, historian and knitter, will present “Knit So As To Turn Water: The History of New England’s Maritime Knitting.”

### 9. FRIEND’S REPORT

The Friends met on October 18<sup>th</sup> for their quarterly meeting. N. Walsh talked about the income they receive which includes membership, donations and book sales; and that they have put some funds into interest bearing accounts. She also mentioned the disbursement of over twelve thousand from Friends to the library for programming. N. Prescott, Co-President of Friends added that book donations are down. The next book sale will be the weekend before Thanksgiving on Friday 10 – 4 and Saturday 10 – 3 in the Tile Gallery.

### 10. OLD BUSINESS

#### A. Update on Torchlight Parade float

S. Mariani presented to the Board the banner for the float which reads, “Let there be peace on Earth & let it begin with me.” The float will also display snowy trees with lights and doves. If anyone is interested in helping, the float committee will be getting together on Wednesday November 29<sup>th</sup> at 5 p.m. at Mike’s. The library will be giving out whistles and glow-in-the-dark bracelets at the parade.

#### B. Renovation Communication subcommittee update

M.A. Iadarola presented. They are putting together ideas for a Power Point presentation which include the history of Acton; the difference between uses of libraries in the past and present; the development of the strategic plan and how they gathered information. A discussion ensued as to who to present to including Boards, Commissions and Non-profits. N. Walsh asked the members to think about who else they should reach out to.

### 11. NEW BUSINESS – None.

### 12. ADJOURNMENT

<p><b>MOTION</b> to adjourn the meeting of November 14, 2023 at 6:19 P.M. to the next scheduled meeting of <b>Tuesday, December 12, 2023 at 6:30 P.M.</b> in the Main 2<sup>nd</sup> Floor Conference Room as presented <b>MADE:</b> M.A. Iadarola <b>SECONDED:</b> M. Cameron <b>VOTING IN FAVOR:</b> N. Walsh, S. Mariani, M. Cameron, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola <b>OPPOSED:</b> None <b>ABSTAINING:</b> None <b>MOTION APPROVED:</b> 6-0-0.</p>
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Respectfully submitted,

Joanne Galli  
Recording Clerk