



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, December 13, 2022 – 6:30 p.m.
60 Old Boston Post Road
Main 2nd Floor Conference Room

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

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

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

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

In attendance: E. Miller, Co-President of Friends

2. APPROVAL OF MINUTES

MOTION to approve the **Meeting Minutes** of November 8, 2022 as presented **MADE:** N. Wise **SECONDED:** A. Schwarz **VOTING IN FAVOR:** A. Schwarz, S. Mariani, N. Wise, M. Cameron, M. Delmonico, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** N. Walsh **APPROVED:** 8-0-1.

MOTION to approve the **Torchlight Parade Subcommittee Minutes** of November 15, 2022 as presented **MADE:** M.A. Iadarola **SECONDED:** S. Mariani **VOTING IN FAVOR:** A. Schwarz, S. Mariani, N. Wise, M. Cameron, M. Delmonico, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** N. Walsh **APPROVED:** 8-0-1.

3. PUBLIC COMMENT - None

4. ACCEPTANCE OF FINANCIAL REPORT

The library has completed 44% of the fiscal year. 35% of the budgeted electricity has been expended. With the new boilers the heat has been running more efficiently. The library runs off of 34 heat pumps with two being replaced yearly.

MOTION to accept the **Financial Report** as presented **MADE:** A. Derouaux-Welch **SECONDED:** A. Schwarz **VOTING IN FAVOR:** N. Walsh, A. Schwarz, S. Mariani, N. Wise, M. Cameron, M. Delmonico, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 9-0-0.

5. ACCEPTANCE OF NON-TOWN FUND REPORT

Funds of \$11,846 were deposited to the General Gift Fund made up of Rotary and other end of year gift giving. The Board discussed ways of donating and how to get the information out to the public.

MOTION to accept the **Non-Town Fund Report** as presented **MADE:** M. Delmonico
SECONDED: S. Mariani **VOTING IN FAVOR:** N. Walsh, A. Schwarz, S. Mariani, N. Wise, M. Cameron, M. Delmonico, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None
ABSTAINING: None **APPROVED:** 9-0-0.

6. ACCEPTANCE OF STATISTICS REPORT

The demand for Audio Books has continued to rise along with magazines. The programming is very well attended. Tech 101 is also very popular. People from the Estuary come to the library seeking out Brian. Thirty-nine new patrons were welcomed.

MOTION to accept the **Statistics Report** as presented **MADE:** A. Derouaux-Welch **SECONDED:** M.A. Iadarola **VOTING IN FAVOR:** N. Walsh, A. Schwarz, S. Mariani, N. Wise, M. Cameron, M. Delmonico, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None
ABSTAINING: None **APPROVED:** 9-0-0.

7. CORRESPONDENCES

Amanda and Nancy have both received many positive comments from patrons about how Emily Sheehan and Brian Story have been helpful.

8. LIBRARY DIRECTOR'S REPORT

A survey has been sent out to staff to suggest goals in alignment with the Strategic Plan for the upcoming Fiscal Year. A new weekend and sub position has been posted that will hopefully help with the Sunday staffing issues. The library has added new puzzles, 2 SAD light therapy lamps and a portable CD player for checkout.

The Children's Department had 11 programs with 206 participants. Despite bad weather Starlight Festival had a successful change of plans with approximately 50 kids coming into the library to do crafts. Wild Birds Unlimited has donated two books written by a local author and will include plushies of the animals featured to become a part of the Adopt a Reading Buddy event scheduled for the first Saturday in February. During the month of November 26 adult programs were offered with 248 attending, the most popular being Cut the Cord and Start Streaming presented by Emily Sheehan. Intro to 3D printing was well attended with more classes to come.

Coming up - December 21st Winter Solstice celebration with ornament exchange at 6 p.m.

A. Fiscal Year (July 2023-June 2024) Budget: Preliminary Review

Salaries for union and non-union employees will increase by 15% over last year. Thanks to the Connecticut Library Consortium the cost of goods like databases have been discounted saving the library money. A. Brouwer will present her budget to the Board of Selectmen and Board of Finance end of January.

9. FRIEND'S REPORT

N. Wise presented. The November 18/19 book sale/bake sale grossed close to two thousand dollars. Some of the teen volunteers baked for the sale. Phyllis McDowell donated \$1,000 to Friends. StoryWalk has been well received. Children are enjoying the scavenger hunts. A-frame in lobby features holiday books and possibly puzzles. Friends have a new t-shirt available. January meeting date yet to be determined.

10. OLD BUSINESS

Torchlight Parade was a success. The Board felt it was a gratifying experience. They discussed how to make the float better next year. N. Walsh thanked the volunteers for their commitment to the library.

11. NEW BUSINESS

A. 2023 APLB Meeting Calendar: Approval (attached)

MOTION to accept the **2023 APLB Meeting Calendar** as presented **MADE:** A. Derouaux-Welch **SECONDED:** M. Delmonico **VOTING IN FAVOR:** N. Walsh, A. Schwarz, S. Mariani, N. Wise, M. Cameron, M. Delmonico, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 9-0-0.

B. 2023 APLB Review of current policies for updates and change revisions, as well as additional policies.

N. Walsh notified the Board that they need to go through the policies for updates and omissions. She would like to set up a policy subcommittee in January.

NOT INCLUDED IN THE AGENDA - A. Schwarz led a discussion about the selection of materials in regard to current political topics. Chairperson N. Walsh notified the Board that if they had anything they would like to discuss to contact her, Amanda or the Board Clerk to add the topic to the Agenda, so that the other members could be prepared for the discussion.

12. ADJOURNMENT

MOTION to adjourn the meeting of December 13, 2022 at 7:50 p.m. to the next regularly scheduled meeting of Tuesday, January 10, 2022 at 6:30 p.m. in the Main 2nd Floor Conference Room as presented **MADE:** N. Walsh **SECONDED:** M.A. Iadarola **VOTING IN FAVOR:** N. Walsh, A. Schwarz, S. Mariani, N. Wise, M. Cameron, M. Delmonico, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 9-0-0.

Respectfully submitted,

Joanne Galli
Board Clerk