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

**Acton Public Library Board of Trustees Meeting**

**Regular Meeting Minutes**

**Tuesday, May 9, 2023 – 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), S. Mariani, (Corresponding Secretary), N. Wise (Treasurer), M. Cameron, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola, M. Delmonico (via Zoom)

**Members absent:** (\*notified, \*\*did not notify): A. Schwarz\*

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

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

1. **Approval of Minutes**

**MOTION** to approve the **Meeting Minutes** of April 11, 2023 as presented **MADE**: A. Derouaux-Welch  **SECONDED**: M.A. Iadarola **VOTING IN FAVOR:** N. Walsh, S. Mariani, N. Wise, M. Cameron, M. Delmonico, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 8-0-0.

**[As an aside - N. Walsh mentioned to the Board that they were welcome to add an item to the agenda anytime by emailing her the information one week prior.]**

1. **Public Comment –** None
2. **ACCEPTANCE OF FINANCIAL REPORT**

Due to rising costs, electricity is already close to allocated amount with two months to go. The Motion Picture license was paid off for this year. LION is going up approximately $3,000 next year and will have to be budgeted accordingly. Under payroll, the Other Salaries entry refers to Sunday salaries.

**MOTION** to accept the **Financial Report** as presented **MADE**: M.A. Iadarola **SECONDED**: A. Derouaux-Welch **VOTING IN FAVOR:** N. Walsh, S. Mariani, N. Wise, M. Cameron, M. Delmonico, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 8-0-0.

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

A. Brouwer plans on replacing the four chairs in the quiet study room and purchasing a picnic table for the staff with the Connecticard funds.

**MOTION** to accept the **Non-Town Fund** **Report** as presented **MADE**: M. Cameron **SECONDED**: S. Mariani **VOTING IN FAVOR:** N. Walsh, S. Mariani, N. Wise, M. Cameron, M. Delmonico, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 8-0-0.

1. **ACCEPTANCE OF STATISTICS REPORT**

Circulation of adult and juvenile items have continued to surpass last year. Interlibrary book deliveries occur three days a week and is working out nicely. Books that the library receives in reserve for book discussion groups are considered checked out only when patrons borrow them. Use of Hoopla is on the rise.

Collection withdrawals - The library staff has been weeding inventory. So far, they have completed fiction, non-fiction and magazines. As part of the process, the database is checked to see when the item was last loaned out. Items missing 2-3 years are also deleted.

**MOTION** to accept the **Statistics Report** as presented **MADE**: M.A. Iadarola **SECONDED**: A. Derouaux-Welch **VOTING IN FAVOR:** N. Walsh, S. Mariani, N. Wise, M. Cameron, M. Delmonico, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 8-0-0.

1. **CORRESPONDENCES** – None.

**[The agenda item 10. B Memorial Day Parade was discussed after Correspondences.]**

**10. B. Memorial Day Parade**

S. Mariani presented. On May 25th at 1 p.m. there will be a Missing Man Ceremony for prisoners of war and missing in action veterans presented by the Middlesex County Blue-Star Mothers CT3 in the foyer of the Library.

The Float committee will meet at 8:30 a.m. on the 29th in the Stop n’ Shop parking lot to put the frame work on the float, wrap the perimeter with green plastic, grass fringe and the banners, place the poppies, place the podium with wreath, hang the Flanders Field Banner and give the Cub Scouts Flags. They need 2 volunteers to carry the banner.

1. **LIBRARY DIRECTOR’S REPORT**

The Children’s Room was reorganized for more parent/child interaction. Applicants are being interviewed for part-time circulation positions. The library is waiting on a second quote for a full building generator. As to digital content, OverDrive is being replaced by Libby. HB 6800 and HB 6827 are moving forward, concerning the pricing and negotiating capabilities of libraries over eBooks and eMedia.

During the month of April, 34 adult programs were offered with 276 attending. Pat O'Brien kicked off Poetry Month with readings from her new book The Scatter & the Gap with 15 attending. Our final session of Intro to Vegetable Gardening which was held at the Common Good Gardens had 14 in attendance. Walking Group started up again in April. It was changed from Saturdays to Friday mornings this session.

498 participants attended Children’s 18 programs. Compliments have been coming in about the programming including this one from a Waterford woman, “Old Saybrook has some of the best children's programs around.” Brian will unveil the “Caught Studying Card,” a punch card to reward YA’s for studying. We had some successful intergenerational events including Paint Night, Three Foragers and Tiny Art, which was displayed all month. The 2nd annual Make Music Day event is scheduled for June 21st.

**Coming up in May:** Mariachi & Mock-aritas on Mon. May 15 at 6:30 p.m. & the 29th Annual Poetry Presentation on Sat. May 20 at 2:00 p.m.

In celebration of Juneteenth, Jeffery Fletcher from the Ruby & Calvin Fletcher African American History Museum, will bring a collection of artifacts which reflect decades of turbulent times for African Americans in the United States during the period of slavery and the Civil Rights Movement.

1. **FRIEND’S REPORT**

N. Wise presented. Friend’s met on April 26th. They are looking for a Membership Chair as well as a Recording Secretary. The next book sale is scheduled for July 13-15. They had a preliminary discussion about accepting credit cards at the sale. More research will be done regarding CC fees. Suggestions to come for a new logo. New Britain Museum was added to the Museum Pass Program. A check for $619 is coming from Essex Savings Bank. The Garden Club is allowing Friends a table at their sale for garden books, bags, etc. Annual meeting is scheduled for May 24th at 5 p.m. Walt Woodward’s presentation “Handed Down in Song: New England History & Culture” will follow the meeting.

1. **OLD BUSINESS**

**A. Renovation-Building Subcommittee update: QA+M architectural contract**

A QA+Mkickoff meeting is in the works. A. Brouwer would like the Renovation-Communications subcommittee of the Board to plan their next meeting now that an architect has been chosen to start getting the word out about the renovation.

**11. NEW BUSINESS**

1. **April 26th ACLB “Library Board Basics”**

N. Walsh gave a brief overview of the “Library Board Basics” webinar presented by The Association of Ct Library Boards which is available to Library Board members and staff, if interested.

**12.** **ADJOURNMENT**

**MOTION** to adjourn the meeting of May 9, 2023 at 7:50 P.M. to the next scheduled meeting of **Tuesday, June 15, 2023 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:** N. Walsh, S. Mariani, N. Wise, M. Cameron, M. Delmonico, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 8-0-0.

Respectfully submitted,

Joanne Galli

Recording Clerk.