

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

**Acton Public Library Board of Trustees Meeting**

**Regular Meeting Minutes**

**Tuesday, May 13, 2025 – 6:30 P.M.**

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

Chairperson N. Walsh called the meeting to order at 6:34 P.M.

The Pledge of Allegiance was recited.

**Members present:** N. Walsh (Chairperson), S. Mariani (Corresponding Secretary), N. Wise (Treasurer), A. Bundonis Jr. (via Zoom), M. Cameron, A. Derouaux-Welch, M.A. Iadarola, M. Lawson

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

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

**In attendance (Friends):** N. Prescott (Co-President)

Nancy introduced Maureen Lawson as the Board’s newest member. Maureen brings a background in finance and accounting and expressed her hope that her expertise will be a valuable asset to the Board.

**2. Approval of Minutes**

**MOTION** to approve the **Board Meeting Minutes** of Tuesday, April 8, 2025 as presented **MADE**: A. Derouaux-Welch **SECONDED**: N. Wise **VOTING IN FAVOR:** N. Walsh, S. Mariani, N. Wise, A. Bundonis Jr., M. Cameron, A. Derouaux-Welch, M.A. Iadarola, M. Lawson **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 8-0-0.

**3. Public Comment –** None

**4. ACCEPTANCE OF FINANCIAL REPORT**

Amanda reported that overages in the Eversource and Personnel budget lines are expected by fiscal year end. To address this, she plans to tighten spending in other areas and explore additional funding sources within the existing budget to cover the shortfall.

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

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

Using the CT Card, Amanda purchased long-sleeve t-shirts for staff and items for the Summer Reading Program. The Community Fund of Middlesex County donated $3,000, which will be used to cover Little Green Light fees and contribute to Victoria’s salary.

Nancy noted that the quilt project funded by the Michele Van Epps Fund has a remaining balance of $798.90. As Michele had a fondness for mystery books, the library will use the remaining funds to enhance its mystery collection.

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

**6. ACCEPTANCE OF STATISTICS REPORT**

Amanda reported that while circulation continues to trend downward, program attendance is increasing. In response to patron interest, she has been purchasing more fiction titles to hopefully increase circulation this summer. Amanda also reviewed the LION consortium, noting that in addition to sharing materials among 130 member libraries, LION provides IT services not covered by the towns, including support for the computers used for check out. She mentioned that the library lends more items than it borrows through the consortium.

Al Bundonis emphasized that, in addition to circulation and programming statistics, other services such as one-on-one tech support, now provided by Brian, are also vital. He suggested that these services be tracked as well.

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

**7. CORRESPONDENCES –** None.

**8. BOARD CHAIR’S REPORT**

Nancy updated the Board of Directors contact list and will distribute via email. She also prepared a Financial Summary for the new Foundation to provide a clear picture of current fundraising progress. To date, $1,617,380.38 has been raised toward the $2 million match required to receive the CT State Library Construction Grant. The deadline to match the grant is November 2026, with a possible one-year extension. Nancy and MaryAnn gave a renewal presentation to the Democratic Town Committee, which was attended by approximately 70 people.

**9. CAPITAL CAMPAIGN PROJECT**

In Victoria’s absence, Amanda delivered the report. She announced that the comedy show fundraiser, scheduled for August 28, 2025, at 7:00 p.m., will soon be listed on The Kate’s website. Amanda asked Board members to consider whether they know of businesses that might be interested in sponsoring the event. She also reminded the Board that the Tucker 2nd Generation $50,000 matching program will expire in December and urged members to help promote it. Additionally, the Foundation is currently awaiting the IRS filing from the attorney handling the paperwork.

**10. LIBRARY DIRECTOR’S REPORT**

The library will be closed the morning of Friday, May 15th for a staff meeting. Amanda received positive feedback about Rebecca, the new children's librarian, and her transition into the role has been seamless. A new library app will be coming soon from LION. The speedbump was replaced as well as the heaved sidewalk. The generator pad was poured. The HVAC unit installation will be completed soon. The O.S. America 250 committee will meet this week to coordinate events. We will be hosting the Estuary so they may have an informational session on their services and about Meals on Wheels and its funding concerns. Nineteen new library cards were issued, along with forty-three renewals. There was 2,109 Wi Fi sessions this month.

In April, 28 adult programs were offered, with a total of 285 attendees. The most popular event was Protecting Our Pollinators. We received 135 submissions for our 31st Annual Poetry Competition. The presentation will be held on Thursday, June 5th at 6 P.M.

**Coming up**:

* **May 20 – Felted Seascape**
* **May 21 – Following the Friends meeting, Sheryl Faye will present Eleanor Roosevelt.**

**The Children's Library** hosted 15 in-person events, with 456 attendees. A popular event this month was presented by The O.S. Garden Club. They made Earth Day come alive with a variety of activities encouraging the importance of conservation. We have a new read dog, Izzy, a golden retriever.

 **YA** – Twenty ducks were decorated by patrons - a final round of judging is ongoing. Pat Anwari and Rocky Ridge of the “Sweet Polly Duo” offered up Songs of the Civil Rights and Freedom Movements in a powerful performance. **Coming up in May for YA**: **Crows in the Meadow, performing original works created to tell the story of the Great Ivoryton Flood on May 14th.**

**11. FRIEND’S REPORT**

The current balance across all accounts is $42,287.75. Thirty-three membership envelopes were received by mail, contributing $2,950. The Friends also received $1,019 from the Essex Savings Bank’s Community Investment Program, which supports local nonprofit organizations. The March Book and Bake Sale raised $3,000. The next sale is scheduled for June 26–28. If anyone is interested, Helen Fazzina is coordinating bake sale donations and volunteers. Joanne Galli is coordinating book sale volunteers. The annual meeting will take place on May 21 at 5:30 p.m., followed by a one-woman theatrical performance of Eleanor Roosevelt by Sheryl Faye at 6:00 p.m.

**12. OLD BUSINESS**

Susan presented the meeting dates for the Board to prepare the float for the Memorial Day Parade. They have also ordered two banners for the sides of the float.

**13. NEW BUSINESS**

 **A. Update/Vote on Hotspot/Laptop**

Amanda presented the Board with a draft of the Hotspot, Laptop, and Telescope Lending Policy & Agreement with two proposed changes: reducing the lending period from two weeks to one week, and extending the waiting period before the same patron, or another individual in the same household, can check out the item again from 24 hours to 48 hours.

**MOTION** to accept the **Hotspot, Laptop or Telescope Lending Policy & Agreement** as amended **MADE**: M.A. Iadarola **SECONDED**: S. Mariani **VOTING IN FAVOR:** N. Walsh, S. Mariani, N. Wise, A. Bundonis Jr., M. Cameron, A. Derouaux-Welch, M.A. Iadarola, M. Lawson **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 8-0-0.

**14.** **ADJOURNMENT**

**MOTION** to adjourn the meeting of **Tuesday, May 13 2025** at **7:59 P.M.** to the next scheduled meeting of **Tuesday, June 10, 2025** at **6:30 P.M.** in the Friends Conference Room as presented **MADE**: N. Wise **SECONDED**: M. Cameron **VOTING IN FAVOR:** N. Walsh, S. Mariani, N. Wise, A. Bundonis Jr., M. Cameron, A. Derouaux-Welch, M.A. Iadarola, M. Lawson **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 8-0-0.

Respectfully submitted,

Joanne Galli

Recording Clerk