



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, June 13, 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 6:33 P.M.
The Pledge of Allegiance was recited.

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

Members absent: (*notified, **did not notify): None

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

MOTION to approve the **Meeting Minutes** of the Communications Subcommittee on May 31, 2023 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, A. Schwarz **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 9-0-0.

3. PUBLIC COMMENT – None

4. ACCEPTANCE OF FINANCIAL REPORT

Due to rising costs, Fire/Security Maintenance contracts along with other cleaning and services contracts increased. The heat pumps that were budgeted for \$16,660 cost \$19,000. Hoopla costs rose as well so there might be a possibility of having to decrease the number of titles available to a patron per month, currently the limit is eight.

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

5. ACCEPTANCE OF NON-TOWN FUND REPORT

A. Brouwer has purchased chairs for a new seating area, circular tables for programs and replaced the staff picnic table with the Connecticut funds. Connecticut also funded staff training/luncheon, logo items and giveaways for Farmer's Market.

MOTION to accept the **Non-Town Fund Report** as presented **MADE:** M. Delmonico **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, a. Schwarz **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 9-0-0.

6. ACCEPTANCE OF STATISTICS REPORT

Circulation has increased. Overdrive Audio staying consistent. Programs were well attended. Curbside pick-up is no longer being utilized. No longer needed books will be available to summer residents who can't get a library card for free.

MOTION to accept the **Statistics Report** 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, A. Schwarz **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 9-0-0.

7. CORRESPONDENCES

A letter was received from the State Department of Veterans Affairs thanking the library for the thoughtful donation of "coffee table" books. The books will go to residents of the John L. Levitow Health Care Center.

8. LIBRARY DIRECTOR'S REPORT

The part time circulation assistant position is still open. It has been difficult staffing the Saturday before July 4th. Staff training focused on circulation updates, summer reading, team building and a video on Dealing with Aggressive Patrons. The library will be closed Juneteenth.

During the month of May, 39 adult programs were offered with 296 attending. The Mariachi & Mock-aritas was a fun night with 39 in attendance. 59 attended the Poetry Presentation. The Friends annual meeting program was attended by 29.

524 participants attended Children's 21 programs. The children were engaged in lots of singing, reading and fingerplay. The lineup included ABC Amigos paid for by Friends. The Astra Dance Studio is offering a free Fairytale Dance Camp to children ages 2-5 on Mondays. The young adult "Caught Studying Card" was launched. Librarians can punch their card when seen studying, reading or doing homework that will lead to prizes or ice cream. YALL drop-in hours have been

revised to Tuesdays 11-1, which is a great time to do a craft, play games or help with library programs.

Coming up in June: The 2nd annual Make Music Day event is scheduled for June 21st. Along with music there will be lawn games, ice cream and summer registrations.

In honor of Juneteenth, Jeffrey 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 U.S. during the period of slavery and the Civil Rights Movement on June 26th at 6 P.M.

As to renovations, the state grant, which is matching up to 50% and up to two million dollars, is due Sept. 1st. There have been biweekly meetings with the architects who sat for a few hours one day to observe the flow and speak with staff. The Communications Subcommittee discussed types of publicity needed and worked on an elevator pitch.

9. **FRIEND'S REPORT**

N. Wise presented. Friend's met on May 24th for their annual meeting. They have voted in Nancy Baldoni as Membership Secretary and Joanne Galli as Recording Secretary. They also voted to take \$20,000 and put it into a money market account. July's sale brought in over \$7,000. In March they made almost \$1,400. They allocated \$7,000 for library programming and were able to add \$3,500. They received a grant from Essex Savings Bank for \$600. The yearly membership drive letter is going out tomorrow for people to contribute what they can. A new logo was voted on.

The dates for July's book sale are July 13 – 15 with the following times: Thursday 3 – 8; Friday 10 – 5 and Saturday 10 – 2. Nancy Baldoni will coordinate volunteers. For the first time paying by credit/debit will be available. Helen Fazzina will coordinate donations of baked goods. Next meeting is August 3rd at 10:15.

10. **OLD BUSINESS**

A. **Memorial Day Parade Debrief**

N. Walsh presented. The parade had a great turnout. Nancy thanked Michael and Sue Mariani for their work on the float.

B. **Town emails: Nancy Walsh**

Nancy offered the Board an opportunity to apply for and receive a town email if they so wished.

11. **NEW BUSINESS**

A. **Celebrate Saybrook Street Party 6/25: possible participation**

A portion of Main Street will be closed for the 1st annual celebrate Saybrook street party on June 25th from 1:30-6 P.M.

B. **LJ Best Small-Town Library Nomination**

S. Mariani presented. Nominations are being received for the Best Small Library in America, an annual award from *Library Journal*. Key factors for winning the award include

innovative services and programs, success in computer education and evidence of library's role as a community center. The deadline for nominations is June 26th.

MOTION to investigate and try to apply for LJ Best Small Library in America award as presented **MADE:** M. Delmonico **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, A. Schwarz **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 9-0-0.

12. ADJOURNMENT

MOTION to adjourn the meeting of June 13, 2023 at 7:47 P.M. to the next scheduled meeting of **Tuesday, August 8, 2023 at 6:30 P.M.** in the Main 2nd Floor Conference Room as presented **MADE:** M.A. Iadarola **SECONDED:** A. Schwarz **VOTING IN FAVOR:** N. Walsh, S. Mariani, N. Wise, M. Cameron, M. Delmonico, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola, A. Schwarz **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 9-0-0.

Respectfully submitted,

Joanne Galli
Recording Clerk