



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, September 12, 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 6:31 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: None

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

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

Chairman N. Walsh would like to add item B. Library Renovation Building Subcommittee Request to the Agenda under NEW BUSINESS.

MOTION to approve the addition of item **B. Library Renovation Building Subcommittee Request** to the Agenda under New Business as presented **MADE:** A. Derouaux-Welch **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 **MOTION APPROVED:** 9-0-0.

2. APPROVAL OF MINUTES

MOTION to approve the **Meeting Minutes** of August 8, 2023 as presented **MADE:** S. Mariani **SECONDED:** M. Cameron **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 **MOTION APPROVED:** 9-0-0.

3. PUBLIC COMMENT – None

4. ACCEPTANCE OF FINANCIAL REPORT

A. Brouwer reviewed the budget with the highest expenditures being Eversource (which came in under budget) and quarterly HVAC maintenance. The line item for Payroll/Regular Employees now includes part time and Sunday hours.

MOTION to accept the **Financial 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 **MOTION APPROVED:** 9-0-0.

5. ACCEPTANCE OF NON-TOWN FUND REPORT

The funds taken out last month for architectural fees have now been replaced by the Tucker Fund. John Guy LaPlante has bequeathed \$31,000 to the library. A. Brouwer suggested that these funds be placed in the renovation budget. There was a discussion as to why the gift funds aren't receiving interest. N. Wise will do some information gathering about CDs and rates and will report to the Board next month. A. Brouwer will also seek out advice from the town's financial director.

MOTION to accept the **Non-Town Fund Report** as presented **MADE:** A. Derouaux-Welch **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 **MOTION APPROVED:** 9-0-0.

6. ACCEPTANCE OF STATISTICS REPORT

A. Brouwer reported that more items have been circulated over August of 2022. Overdrive is doing well. Brian continues to go to the Estuary twice a month for tech support. There were no curbside appointments this month. The study rooms are continually occupied.

MOTION to accept the **Statistics Report** as presented **MADE:** A. Schwarz **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 **MOTION APPROVED:** 9-0-0.

7. CORRESPONDENCES – None.

8. LIBRARY DIRECTOR'S REPORT

A. Brouwer stated that the building committee is pleased with the architects for listening to the needs of the library including a more open feel, teen space, relocating the director's office to the main floor for closer proximity to the patrons and the ability for the children's library to host events in their own space which will be moved to the 2nd floor. Renderings of the upcoming renovation were passed around. When discussing the need for fundraising, A. Derouaux-Welch spoke about an informational meeting with Tony Raucci, a fundraiser for St. Jude's, who had some helpful ideas about how to get started. A. Brouwer met with First Selectman C. Fortuna to discuss the possibility of partial town funding of the project.

K. Freese, who has worked at the library since 2015 has retired. The Lyme Library will be joining the LION Consortium by December. Public Works will be relining the parking lot.

During the month of August, 20 adult programs were offered with 175 attending. The Ct Audubon Society presented Raptors of Ct in which 27 attended. The children's library hosted 10 events with 439 participants. The End of Summer Reading Celebration with lawn games & a pizza truck was a huge success with almost 200 visitors. We had 468 summer readers participating in the program, and the numbers confirmed that we have doubled our YA sign ups year over year for the 5th consecutive year.

Coming up:

- A 4-part hybrid genealogy series began September 7th with a different topic each month. Scheduled is Oct. 19 - Genealogy Records, Nov. 2 - DNA in Genealogy Research, & Dec. 7- Adoption Genealogy Search.
- A representative from the Florence Griswold Museum will be teaching a watercolor class funded by Friends on Sept. 19 at 6:00 p.m. This class is already full and there is a wait list.
- On October 30th a History of Halloween will be presented by Sydney Sherman.
- Amelia Earhart: Pioneer in Aviation will be presented on November 14th by Sheryl Faye. Sheryl portrayed Anne Frank in January 2023.

9. FRIEND'S REPORT

N. Wise presented the balances in the Friends' accounts. He reiterated that funds raised by Friends is used for public good. The next Friends meeting will be October 18th at 11 A.M. after the volunteer breakfast.

10. OLD BUSINESS

A. APL Manual Review

The APL Manual review has been postponed to October.

11. NEW BUSINESS

A. Technology Plan – VOTE

A requirement of the renovation grant was to have a technology plan in place. A. Brouwer modeled the goals from the strategic plan:

- 1) Create a technology review committee.
- 2) Make all public access computers available to all of our community.
- 3) Evaluate and review current installed technologies for relevance and effectiveness.
- 4) Monitor technology trends and implement them if feasible and appropriate.
- 5) Provide staff with necessary training opportunities to remain current and comfortable in technology.
- 6) Provide hands on, one-on-one and group learning opportunities to help our patrons learn the skills they need to become digitally literate.

The Board revised the technology vision statement to read: The Acton's Public Library Technology vision closely aligns with the strategic planning goals. We seek to provide access to current technologies that address community needs now and in the future.

MOTION to accept the Technology Plan with the revision to the Vision Statement as discussed
MADE: S. Mariani **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 **MOTION APPROVED:** 9-0-0.

[M. Delmonico left the meeting at 7:48.]

B. Library Renovation Building Subcommittee Request

A. Derouaux-Welch expressed the need for funding to be used by the library's subcommittees related to the renovation/building project for supplies, social events and other related needs. Their first effort in fundraising will be to get the word out to the community including a brochure about the renovation. They requested \$10,000 from the Connecticut cash account which is a gift fund.

MOTION to release \$10,000 from the Connecticut Cash Account to be used by the library's subcommittees related to the renovation/building project for supplies, social events and other related needs as presented **MADE:** M.A. Iadarola **SECONDED:** M. Cameron **VOTING IN FAVOR:** N. Walsh, S. Mariani, M. Cameron, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola, A. Schwarz
OPPOSED: N. Wise **ABSTAINING:** None **MOTION APPROVED:** 7-1-0.

12. ADJOURNMENT

MOTION to adjourn the meeting of September 12, 2023 at 8:07 P.M. to the next scheduled meeting of **Tuesday, October 10, 2023 at 6:30 P.M.** in the Main 2nd Floor Conference Room as presented **MADE:** N. Wise **SECONDED:** M. Cameron **VOTING IN FAVOR:** N. Walsh, S. Mariani, N. Wise, M. Cameron, A. Derouaux-Welch, S. Hitchcock Missel, M.A. Iadarola, A. Schwarz **OPPOSED:** None
ABSTAINING: None **MOTION APPROVED:** 8-0-0.

Respectfully submitted,

Joanne Galli
Recording Clerk