



60 Old Boston Post Road, Old Saybrook, Connecticut 06475

Board of Directors Regular Meeting

Tuesday, June 8, 2021

Attendance - Members present: Amanda Brouwer (Library Director), Nancy Walsh, (Board Chairperson), Alan Schwarz (Vice Chairperson), Nathan Wise (Treasurer), Susan Mariani, Michael Cameron, Patricia Horn O'Brien, Mary Delmonico, Susan Hitchcock Missel and MaryAnn Iadarola. Absent (*notified, **did not notify): None. Others: Mandy Merritt (Board Recorder). Audience of Citizens: Emily Sheehan

1. Call to Order - Chairperson Walsh called the meeting to order at 6:30pm. The Pledge of Allegiance was recited.

2. Welcome new Assistant Director & Children's Librarian - Director Brouwer introduced Emily Sheehan. Emily enthusiastically provided information about herself and an update on her current projects.

3. Special Presentation of 'Board Basics' Training - Postponed

4. Approval of Minutes - A motion was made by Nathan Wise and seconded by Pat O'Brien to approve the APLB May 11, 2021 meeting minutes with a change to clarify that the Policy Subcommittee is updating the Emergency Preparedness Plan. All were in favor. The May meeting minutes were approved.

A motion was made by Susan Mariani to approve the Policy Subcommittee Meeting Minutes of May 19, 2021 and June 2, 2021 with a second from MaryAnn Iadarola. All were in favor. The meeting minutes were accepted.

5. Public Comment - None.

6. Acceptance of Financial Report - Director Brouwer reported on status of the Operating Budget making special note of the Envisionware maintenance contract. Also noting that the supplies budget will be applied to the purchase of large print books and paperbacks. The second boiler will be partially paid by the finance department and partially paid by the APL Operating Budget.

A motion was made by Alan Schwarz and seconded by Mike Cameron to approve the Financial Report as presented. All were in favor. The Financial Report was approved.

7. Acceptance of Non-Town Fund Report - Funds that were requested for the fiber project will be returned because there was no invoice. Gift funds are being applied to craft projects and take home crafts. The Michelle vanEpps quilt is to be hung in the library with a plaque using the funds from the Michelle vanEpps fund. Printing charges will begin again and the revenue to be given to the town.

A motion was made by Mary Delmonico and seconded by Susan Mariani to accept the Non-Town Fund Report as presented. All were in favor.

8. Acceptance of Statistics Report - Since May 19 there has been a noticeable increase of in-person library traffic and circulation has increased. Returned books no longer require quarantine time. Mask wearing is encouraged but not required.

A motion was made by Pat O'Brien and seconded by Alan Schwarz to approve the Statistics Report as presented. All were in favor.

9. Correspondences - None

10. Library Director's Report - Director Brouwer informed the board that the library is now fully staffed and staff members are required to read the policy manual. The new door is problematic, solutions are being installed. At this time, adult programs are available online and outdoors. ARPA funds will be up for approval to apply toward filters, outside lockers, touch-less flush and water fountain bottle-filler. The Children's Report included mention of the continued Grab & Go kit popularity. These will continue through the summer, along with outdoor story time and other lawn events. The Teen report included mention of summer reading, orchids, meditation Mondays, Grab & Go, and tech time.

11. Friend's Report - Nathan Wise presented the Friend's report from the May 27 meeting including mention of the June outdoor book sale, purchase of museum passes, election of officers and funds set aside for projects. There was a presentation illustrating the variety of adult programming available. The Petrie family and James family documentary was shown, followed by a Q&A. Nathan was very complimentary of the Friends and extremely grateful to them for their contributions.

12. Old Business - Susan Mariani reported for the Policy Subcommittee, explaining the method being used to develop the emergency management plan.

For the Strategic Planning Subcommittee Susan Mariani commented on the informative visit to the Simsbury Library Business Center. She highlighted the value of the highly experienced person managing their Center due to the range of skills and depth of knowledge of this person. Susan and Amanda highly recommended that the board members view the webinar 'Designing Libraries to Meet Evolving Community Needs.' Susan commented on the targeted quality of the questions in Simsbury Library's survey. For the new APLB members, Amanda provided background and status of the Strategic Planning Subcommittee.

13. New Business - A Special Meeting on the topic of Freedom of Information is scheduled for July 13. This meeting will be available in-person at the library and will be live streamed for remote attendance.

14. Adjournment - A motion was made by Nathan Wise and seconded by Alan Schwarz to adjourn the meeting. All were in favor. Meeting adjourned at 7:41pm.

Respectfully submitted,

Mandy Merritt,
Board Recorder