



**Acton Public Library  
Board of Directors**

60 Old Boston Post Rd.  
Old Saybrook, CT 06475

**Acton Public Library  
Board of Directors  
Regular Meeting  
Tuesday, April 9, 2019**

**Attendance**

Members present: Amanda Brouwer (Library Director), Nathan Wise (Board Chairperson), Janet Hodge-Burke (Vice Chairperson), Nancy Walsh (Secretary), Michael Cameron, Susan Mariani, Patricia Horn O'Brien, Mike Osnato, Alan Schwarz.

Absent (\*called,\*\*did not call): Kathleen Smith (Treasurer)\*.

Others: Timothy Kellogg (Board Recorder).

**Call to Order**

Chairperson Wise called the meeting to order at 6:32 p.m.

The staff spotlight was postponed.

**Minutes**

The meeting minutes of March 12, 2019 were reviewed. A **motion** was made by Alan Schwarz and seconded by Nancy Walsh to approve the minutes as presented. All were in favor. Minutes approved as presented.

The meeting minutes of the Policy Subcommittee were reviewed. A **motion** was made by Michael Cameron and seconded by Alan Schwarz to approve the minutes as presented. Discussion: on the Child Safety Policy and a related issue. All were in favor. Minutes approved as presented.

**Financial Reports**

Director Brouwer reported on the fiscal-year-to-date and Non-Town Funds. She reported maintenance expenses and issues. She noted LION expenses. Director Brouwer reviewed personnel expenses and unemployment costs. A **motion** was made by Patricia Horn O'Brien and seconded by Janet Hodge-Burke to approve the financial reports as presented. All were in favor. Financial reports approved as presented.

**Statistics Report**

Director Brouwer reported on library statistics. Statistics were down a little from the prior month. There was related discussion of Reference and Tech. A **motion** was made by Michael Cameron and seconded by Alan Schwarz to approve the statistics reports as presented. There was discussion of the prior year in comparison to this one. All were in favor. Statistics reports approved as presented.

**Correspondances**

Director Brouwer received a nice note about Tim Kellogg.

**Director's Report**

Director Brouwer gave her report. She reported on personnel, a new Library Assistant Rachel, a new Head of Circulation Lisa, and seeking a new Reference and YA Librarian. Director Brouwer reported on administrative items. She noted the new time clock training, the upcoming Volunteer Breakfast, the installation of a new study room, the upcoming CLA conference, the recent Sierra catalog upgrade, and changes to Overdrive. Director Brouwer reported on building maintenance. Director Brouwer reported on Teen programming (special

programs and passive programs). Director Brouwer reported on Adult programming, noting cookbook club, walking club, and poetry night.

### **Friends Report**

No meeting to report.

### **Old Business**

Chairperson Wise reported on Bank changes for the Tucker Trust. Some discussion took place. Related discussion on the security system and strategic planning took place.

### **New Business**

A Meeting Room Policy bullet point change was reviewed. A **motion** was made by Michael Cameron and seconded by Nancy Walsh to approve the policy correction. All were in favor. Meeting Room Policy correction approved.

A Meeting Room Application edit was reviewed. Discussion took place. It was noted, according to the Meeting Room Policy, that meetings must be free and open to the public and no fees can be collected. A **motion** was made by Janet Hodge-Burke and seconded by Alan Schwarz to approve the application edit. All were in favor. Meeting Room Application approved as edited.

There was discussion of Guest Library Cards and past practices.

There was discussion regarding the Praying Mantis sculpture outside of the library.

Other New Business:

The Collection Development Policy revision was presented, reviewed, and discussed. A **motion** was made by Mike Osnato and seconded by Patricia Horn O'Brien to approve the Collection Development Policy as presented. All were in favor. Collection Development Policy approved as presented.

### **Public Participation**

No public was present for comment.

### **Adjournment**

A **motion** was made by Mike Osnato and seconded by Patricia Horn O'Brien to adjourn. Meeting adjourned at 7:30 p.m.

Respectfully submitted,



Timothy Kellogg,  
*Board Recorder*