



**Acton Public Library
Board of Directors**

60 Old Boston Post Rd.
Old Saybrook, CT 06475

**Acton Public Library
Board of Directors
Regular Meeting
Zoom Virtual Meeting
Tuesday, April 14, 2020**

Attendance

Members present: Amanda Brouwer (Library Director) via Zoom video, Nancy Walsh, (Board Chairperson) via phone, Alan Schwarz (Vice Chairperson) via Zoom video, Kathleen Smith (Corresponding Secretary) via Zoom video, Nathan Wise (Treasurer) via Zoom phone, Michael Cameron via Zoom video, Susan Mariani via Zoom video, Patricia Horn O'Brien via Zoom video, Mike Osnato via Zoom audio.

Absent (*notified,**did not notify): Janet Hodge-Burke**

Others: Timothy Kellogg (Board Recorder) via Zoom video

1. Call to Order

Chairperson Walsh called the meeting to order at 6:31. Attendance was stated for the virtual meeting. Vice Chairperson Schwarz took over chairing the meeting, as Chairperson Walsh's availability was limited to the phone due to technical issues. Tim Kellogg noted the agenda order throughout the meeting.

2. Approval of Minutes

The regular meeting minutes of March 10, 2020 were reviewed. A **motion** was made by Patricia Horn O'Brien and seconded by Kathleen Smith to approve the minutes as presented. All were in favor. Minutes approved as presented.

3. Public Comment

No public was present for comment.

4. Acceptance of Financial Report

Director Brouwer reported on the fiscal year-to-date. The Town has asked for discretionary spending to stop due to COVID-19. Returns to come from reduced staff expenses. There was discussion of how services might change once the library reopens. A **motion** was made by Alan Schwarz and seconded by Nathan Wise to approve the financial report as presented. All were in favor. Financial report approved as presented.

5. Acceptance of Non-Town Fund Report

Director Brouwer reported on Non-Town Funds. Connecticard was used to pay off some programmers. Reimbursed from the Friends for programming. There are concerns about summer programming and some cancelations already taking place. There was additional discussion of how things will be changed when reopening occurs. Direction will be influenced by state and local officials. There was general discussion of COVID-19 concerns. A **motion** was made by Kathleen Smith and seconded by Alan Schwarz to approve the Non-Town Fund report as presented. All were in favor. Non-Town Fund report approved as presented.

6. Acceptance of Statistics Report

Director Brouwer reported on library statistics. No usage statistics available to report due to COVID-19. Social media activity, digital collection use, and online card registrations are actively taking place. A number of wellness calls are taking place. Staff is working on various means of connecting. Hoopla service and online reference are doing well. A **motion** was made by Alan Schwarz and seconded by Kathleen Smith to approve the statistics report as presented. All were in favor. Statistics report approved as presented.

7. Correspondences

None.

8. Library Director's Report

Director Brouwer provided her report. Most staff are working from home. There are minimal staff in the building. No deliveries at this time. Long-term custodial projects are taking place. Book drop items are being quarantined. Virtual programs and storytimes are taking place. Discussion of holding virtual subcommittee meetings took place. Children's and YA reports were provided to the board.

9. Friend's Report

Kathleen Smith provided the Friend's Report. She noted that not much is taking place there, just some communication between Friends members.

10. Old Business

No old business.

11. New Business

There was discussion of the library's Little Free Library stations and making sure those are emptied and cleaned.

There was discussion of starting a reopening subcommittee. General discussion of COVID-19 issues took place.

The board said the Pledge of Allegiance, with a flag visible on screen.

12. Adjournment

A **motion** was made by Nathan Wise and seconded by Mike Osnato to adjourn the meeting. Meeting adjourned at 7:15 p.m.

Respectfully submitted,



Timothy Kellogg,
Board Recorder