

The Cyrenius H. Booth Library Minutes

Board of Trustees Virtual Meeting

Tuesday, January 12, 2021 7:00 p.m.

Present: Greg Branecky, Amy Dent, Beth Hamilton, Elizabeth Litt, Tom Long, Doug Lord, Anne Rothstein, Rose Marie Zaharek, Michelle Brown, Donna Rahtelli, Elaine Corbo, Laura Goldstein, David Schill

Absent: Dana Flynn, Brynn Cullen, Daniel Patti,

Guests: Denise Kaiser, Amy Schumann, Kaki Taylor

The meeting was called to order at 7:05 p.m. by Amy Dent

Consideration of Minutes:

Betsy made a motion to accept the minutes from the December 2020 meeting and Michelle seconded the motion. All approved. Motion passed.

Public Participation: None

President's Announcements: Amy noted that she has received four letters from the public offering support for the proposed plan to connect the handicapped parking area to the main parking lot. Amy responded to all four people and encouraged them to express their support to the Legislative Council. Amy and David met with the library neighbors who share a driveway with the handicapped lot to discuss this plan which impacts the neighbor's driveway.

Amy thanked Kaki for the holiday decorations inside and outside the library which were festive and created a welcoming area for patrons.

Treasurer's Report: Greg Branecky reviewed the monthly financial statement. On a positive note, the library has already raised 94% of its fundraising goal. The Turkey Trot raised \$16,200. The second installment of the annual grant from the Friends has been received.

Library Director's Report: Doug was pleased to report that December was an excellent usage month for the library. Checkouts reached 95% of last year's figure. The website redesign project continues to make great progress. The hiring committee has completed the first round of interviews for the position of Assistant Director. The children's department created and assembled the first in a series of early learning kits for children ages 3-5. Fifty-five of the kits have already been distributed. Doug spoke about the library's *Return on Investment* and shared with the board the calculator that is used by the American Library Association.

Committee Reports:

Governance – A joint meeting of the Governance Committee and the DEI Committee is scheduled for January 13th to discuss a DEI policy for the library.

Amy added that she has two resumes for potential Board members which the Governance Committee should plan to review at their February meeting.

Development - Donna asked the Board to save the dates of April 24th and May 1st for the next fundraiser, a scavenger hunt in the library.

Finance – See the Treasurer's Report

Long-Range Planning –Michelle reported that there will be a committee meeting soon.

Building and Grounds – David reported that there has been no new development on the HVAC replacement. He has conducted a preliminary survey of the parking lot and is exploring options, reviewing the scope of the work, and talking with paving companies. There are a number of options to improve access to the parking areas.

Art and Historical – Elaine announced that the next committee meeting is on Feb. 1st.

Friends of the Library Liaison - Anne reported that the Friends released the second installment of the annual grant. The holiday boutique was a success, and the Friends thanked Doug for his support of the boutique. The Friends have reimbursed the library for the use of the Pods for the collection and storage of donations. Plans are underway for the annual book sale, as health and safety considerations are monitored.

Diversity, Equity, and Inclusion: Betsy reported that the committee met to draft a policy for the library which will be reviewed with the Governance Committee on Jan. 13th. Two members of the Committee are participating in a DEI program sponsored by Trinity Church.

Old Business: None

Unfinished Business: None

New Business: Amy reported that the Board of Selectman has recommended that \$50,000 be cut from the library budget as submitted to them. Amy and Doug believe that the library can work with this modification to the budget. The Board would determine how to adjust individual line items to reflect the final amount provided to the library from the town.

A motion was made to adjourn the meeting by Beth and seconded by Rose Marie. All approved. Motion passed.

Meeting adjourned at 7:58 p.m.

Respectfully submitted,

Beth Hamilton, Secretary

C.H. Booth Library Board of Trustees

*THESE MINUTES ARE SUBJECT TO APPROVAL BY THE C. H. BOOTH LIBRARY
BOARD OF TRUSTEES AT THE NEXT MEETING*