

The Cyrenius H. Booth Library Minutes

Board of Trustees Virtual Meeting

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

Present: Greg Branecky, Michelle Brown, Elaine Corbo, Amy Dent, Dana Flynn, Laura Goldstein, Elizabeth Litt, Tom Long, Nicole Moeller, Donna Rahtelli, Anne Rothstein, Katie Smith, Rose Marie Zaharek

Absent: Beth Hamilton, David Schill, Alex Villamil

Staff: Doug Lord, Jennifer Nash, Kaki Taylor

Public: Denise Kaiser

The meeting was called to order at 7:03 p.m. by Amy Dent, Interim President

Consideration of Minutes:

Greg made a motion to accept the minutes from the April 2021 meeting, and Michelle seconded the motion. All approved. Motion passed.

Public Participation: None

President's Announcements: Amy Dent announced that Michelle Brown will assume the position of Board President at the next meeting, and Anne Rothstein will take over leading the Long Range Planning Committee.

Treasurer's Report: Greg reviewed the monthly financial statement. Revenue is the same as last month. Expenses are under budget because of the timing of invoices and payroll. Overall, Net income of \$91k.

Library Director's Report: Prior to the meeting Mr. Lord emailed a comprehensive report detailing programmatic and administrative progress of the library. Despite the uncertainty of a year's worth of COVID, the library returned \$3.25M on a taxpayer investment of \$1.38M. New staff are acclimating to the workplace and the library continues to lead important initiatives in Newtown's nonprofit and social justice landscape. The 2021-2022 annual appeal has been mailed and is returning results.

Committee Reports:

Governance – The Governance Committee met on October 5 and discussed revision and implementation of certain policies and procedures which will be presented to the Board of Trustees.

Development – There are about 200 people registered for the Turkey Trot, and sponsorships are coming in. Donna is organizing volunteers, and Donna and Katie are coordinating food for the finish line.

Finance – See Treasurer's Report

Long-Range Planning – There is no report from the Long Range Planning Committee this month.

Building and Grounds – The Borough has approved the application to replace the roof; David will be asking for additional estimates for this work. Southport Engineering submitted their report on the HVAC system, and David is looking into geothermal options.

Art and Historical – There is no report from the Arts and Historical Committee, which will be meeting in November.

Friends of the Library Liaison – Vision Project 2.0 needs a library trustee on the committee; last year it was Rose Marie. The Friends will retain this year's changes to the book sale format. The Pop-up Sale and Little Book Store are doing well; the Friends began discussing Holiday Sale.

Diversity, Equity, and Inclusion- The DEI Committee discussed a plan to ensure that diversity, equity and inclusion will continue as a significant focus for the library and the Board; this plan will be presented to the Board of Trustees.

Old Business: None

Unfinished Business:

A motion was made by Dana and seconded by Michelle to ask the Governance Committee to amend the bylaws to add the Diversity, Equity and Inclusion Committee as a standing committee of the Board of Trustees. All approved. Motion passed.

Discussed CIP projects and the CIP process.

New Business:

A motion was made by Tom and seconded by Elaine to close the library at 1PM on both Thursday December 23, 2021 and Thursday December 30, 2021 and to fully close the library on Friday December 24, 2021 and Friday December 31, 2021. These closures are for the 2021 holidays only. All approved. Motion passed.

Discussion and possible vote on three policy updates was postponed to the November 9 meeting.

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

Meeting adjourned at 8:32 p.m.

Respectfully submitted,

Betsy Litt, 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***