

The Cyrenius H. Booth Library Minutes
Board of Trustees Virtual Meeting
Tuesday, January 11, 2022 7:00 p.m.

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

Absent: Alex Villamil, Beth Hamilton, David Schill

Staff: Doug Lord, Jennifer Nash, Kaki Taylor

Public: Denise Kaiser, Steve Schoen

The meeting was called to order at 7:03 P.M. by the President Michelle Brown.

Consideration of Minutes:

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

Public Participation: None

President's Announcements: Michelle discussed a memorial donation; Board members can make individual contributions that will be compiled into a donation from the Board. Board members are encouraged to attend the Legislative Council meeting January 19 at 7:30PM, when the library roof will be discussed.

Treasurer's Report: Greg reviewed the monthly financial statement. Revenue is up because of the Annual Fund Drive and the Turkey Trot. Expenses are under budget because of the timing of payroll. Overall, there is a net income of \$67,000.

Library Director's Report: Mr. Lord submitted a comprehensive written report prior to the meeting. Highlights of that report were the library's efforts at engaging the small business community with multiple online programs, multiple art exhibitions taking place at the library, and much positive activity in the Young Adult Department and Makerspace. Activity levels continue to trend upwards, outside organizations are again using the library as meeting space, and educational programming is healthy. The library has hired a new circulation director.

Committee Reports:

Governance – Laura reported that the Governance and Finance Committees will be meeting jointly on February 1, 2022 with guest Don Studley to discuss Board restricted funds. The Governance Committee discussed an applicant for the open Trustee position and will interview him and report back to the Board of Trustees at the February meeting.

Development – Greg gave the fundraising totals for the Turkey Trot. The Development committee will meet in February to discuss fundraisers.

Finance – Michelle, Greg and Doug met with the 1st Selectman and the town's Finance Director. The library will provide them with a more detailed plan showing how the library's fund balance will be spent.

Long-Range Planning – Bob Serow has completed his interviews of the library staff, the Board of Trustees, the Friend's board and community members. Anne, Doug and Bob will meet next week and Bob will issue his report shortly after that. The report will be shared with all members of the LRP Committee and will be discussed at a committee meeting. A draft of the strategic plan is expected to be available for review by the Board of Trustees by April.

Building and Grounds – David has prepared a summary report on the updated pricing for roof repairs, and a draft summary report that will be presented to the Legislative Council. The library has contracted with a slate roof expert who will evaluate the roof and provide a report on what is needed. The library has also contracted with an architect who will measure all interior areas so CAD drawings can be prepared, to help the library move forward with various projects.

Art and Historical – The Art & Historical Committee is working on two displays that reflect the diversity of Newtown and its history.

Friends of the Library Liaison – Dick Anthony was approved as the incoming President. The Friends' Board of Directors participated in a focus group on the library strategic plan. Two tabled Vision Project 2.0 applications were considered: Book Club Bundles was approved, and More Books for Googlers was withdrawn. The treasurer's report showed a net gain. The Holiday Book and Gift Boutique Sale, promoted in several news outlets and on Facebook, was very successful. The Friends thanked Toni for her 2 years of service, and presented Jenn with a gift for the staff in appreciation for all their work.

Diversity, Equity, and Inclusion – Dana reported that DEI committee plans to meet each quarter; the first meeting will be in March. DEI members will continue to be part of various subcommittees; in the March meeting we will assess progress. Dana will participate in the February 7th community discussion titled "More than a Conversation about Race". The library has been asked to coordinate a series of DEI book groups; high school students will read to elementary school students, who will be able to keep the books.

Old Business: None

Unfinished Business: None

New Business: None

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

Meeting adjourned at 7:48 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***