The Cyrenius H. Booth Library Minutes

Board of Trustees Meeting

Tuesday, June 14, 2022 7:00 p.m.

Present: Greg Branecky, Michelle Brown, Dana Flynn, Laura Goldstein, Beth Hamilton, Elizabeth Litt, Nicole Moeller, Anne Rothstein, Steve Schoen, Katie Smith, Rose Marie Zaharek

Absent: Elaine Corbo, Amy Dent, Donna Rahtelli, David Schill, Alex Villamil

Staff: Doug Lord, Jordana Bloom

Public: Denise Kaiser

The meeting was called to order at 7:05 p.m. by the President Michelle Brown.

Consideration of Minutes:
Beth made a motion to accept the minutes from the May 10, 2022 meeting, and Rose Marie seconded the motion. All approved. Motion passed.

Public Participation: None

President’s Announcements: The library staff sent a thank you note for the staff appreciation dinner. Michelle will be re-evaluating committee assignments as the LRP Committee finishes.

Treasurer’s Report: Greg reviewed the monthly financial statement. Revenues are up because of the Annual Fund Drive and the Turkey Trot. Expenses are under budget because of the payroll. HVAC, furniture, and architect have offset expenses. Overall, there is a net income of $42,104.

Library Director’s Report: In his verbal report Mr. Lord made note of the hiring of a new IT Librarian. The field of librarianship like all professions is undergoing significant upheaval and this process of recruitment was a long one. Mr. Jon Barker comes to us all the way from West Virginia. In the last year to eighteen months several other librarians left and were replaced - Circulation, Reference, Young Adult and now Information Technology. Mr. Lord also announced that Ms. Jordana Bloom has accepted a full-time position with the library as Strategic Projects Coordinator. Statistically speaking the library has leveled off to around 6,000 visitors per month, 25,000 transactions, and 50+ educational programs per month.

Committee Reports:
Governance – The Governance Committee met on June 7, 2022 and discussed the potential slate of officers for the 2022-2023 fiscal year, applicable term limits for Trustees, and whether
the Bylaws allow or should allow individuals who are not Trustees to serve on committees, and the Committee's recommendations regarding the scope of such involvement.

**Development** – Our Summer Donor Appreciation Event is scheduled for Wednesday August 17, 2022 from 5pm to 8pm at Aquila's Nest Vineyards, 56 Pole Bridge Rd. in Sandy Hook. Board Members should plan to arrive at 4pm and stay until 9pm.

**Turkey Trot**- The Turkey Trot Committee has started planning this year's event.

**Finance**- See Treasurer's Report

**Long-Range Planning** – The Board of Trustees retreat helped in the process of identifying specific goals and objectives for Strategic Planning. A preliminary document will be prepared and circulated to the committee for comment, edits and suggestions.

**Building and Grounds** – David worked with the First Selectman to overcome obstacles so work can begin in July on the roof. He is also getting updated pricing on HVAC work. Alex is reaching out for proposals for shutters, and reported on a proposal for fire doors. Mr. Lord reported on several current and future renovation projects.

**Art and Historical** – The June 6th meeting was cancelled, there is nothing new to report.

**Friends of the Library Liaison** – The Friends approved the grant to the library and the Vision Project funds for the coming fiscal year; past unspent Vision Project funds will be returned. The Book Sale Committee gave the Friends updates on the website, t-shirts, the book category layout, and publicizing the pause in donations. The school district has supplied the Friends with 2,000 masks. There will be a general meeting for volunteers June 6 at 10 a.m. The Little Book Store continues to do well; there was a nice article in the Bee about the LBS.

**Diversity, Equity, and Inclusion**- Last night’s Community Conversation was well attended, with lively audience participation. The library staff is participating in ongoing DEI training. Community member Nerlande Foote attended the DEI committee meeting; she would like to donate items for an exhibit of common objects that have racist connotations. Dana suggested future programming on bullying about individual differences.

**Old Business**: None

**Unfinished Business**: None

**New Business**: None

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

Meeting adjourned at 7:59 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*