



Acton Public Library
60 Old Boston Post Road
Old Saybrook, Connecticut 06475

Board of Directors Regular Meeting
Tuesday, November 10, 2020

Attendance

Members present: Amanda Brouwer (Library Director), Nancy Walsh, (Board Chairperson), Alan Schwarz (Vice Chairperson), Kathleen Smith (Corresponding Secretary), Nathan Wise (Treasurer), Susan Mariani. Absent (*notified, **did not notify): Michael Cameron*, Patricia Horn O'Brien*, Mike Osnato*, Janet Hodge-Burke**
Others: Mandy Merritt (Board Recorder)

1. Call to Order

Chairperson Walsh called the meeting to order at 6:32pm. The Pledge of Allegiance was recited.

2. Approval of Minutes

The regular meeting minutes of October 13, 2020 were reviewed. A motion was made by Nathan Wise and seconded by Alan Schwarz to approve the minutes as presented. All were in favor. Minutes approved with the correction of Mike Osnato's change in attendance notification received prior to the meeting.

3. Public Comment

None

4 & 5. Acceptance of Financial Report and Non-Town Fund Report

Director Brouwer noted the date error (2019 should be 2020). She then reported on the fiscal budget year-to-date noting the upcoming increase in 'cleaning and maintenance' for an external contract service instead of internal salaried employee, who is on an extended medical leave. In addition, Amanda contacted the town for assistance with various clean-up services.

Director Brouwer reported on Non-Town Funds used for the expense of bags and stickers for curbside pick-ups. Nancy asked if the gift fund earn interest. Amanda informed that they are not in that kind of account but that a financial adviser would be helpful in this instance.

A motion was made by Alan Schwarz and seconded by Kathleen Smith to approve the Financial Report and Non-Town Fund Report. All were in favor. Financial Report and Non-Town Fund report approved as presented.

6. Acceptance of Statistics Report

Director Brouwer reported on library statistics. Circulation is down, with slight ebb and flow. Inter-library loan is active. Alan Schwarz asked about the current procedures related to in-building access. Amanda highlighted the 'check-in' process to fulfill current contact tracing requirements.

Craft, virtual, digital materials and outdoor programming are popular. Nancy commented on use of Hoopla. Amanda confirmed that Hoopla is paid by the use with variation of fees depending on the item borrowed. Ancestry now allows for use from home. The Study Room is being utilized daily.

A motion was made by Kathleen Smith and seconded by Nathan Wise 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. Beginning with the expansion of the hours of operation, plans for a second door installation and the second boiler in capital projects for next year. The Annual Report is due this month. Regina resigned and her position is currently posted internally. Front door installation is almost complete and is a security improvement as well as protecting from outside temperatures. Ken Gloss spoke, via Zoom, about rare books and his historic bookshop. The library's various virtual programs are attended by people from around the country.

Brian is offering meditation as one of the teen programs and was attended by six people, photos of the collaborative art fairy doors were posted online. The 'Girls Who Code Club' and Curbside crafts for teens will continue. Teen volunteer hours will be offered.

The Children's programs, including The Treehouse Players, Miss Martha, bilingual story time and Chloe's story time are still being offered outdoors and participants seem to appreciate the opportunity to interact. A unique curbside pick up STEM project of owl pellet dissection was offered. Halloween treat for curbside pick-up as well. The Garden club bulb kits were much appreciated.

9. Friend's Report

Kathleen Smith provided the Friend's Report from the Oct 29 meeting beginning with the Treasurer's report. \$5000 is anticipated from the February 2021 membership drive. The September balance is \$16,592 with \$1,300 to be paid. Copier is gone. A \$50 donation was given based on the good service in the library. \$1000 will be used to obtain passes to regional museums. The May 2021 speaker was confirmed for in-person or virtual presentation.

The Friends will clean out the books in storage and, in December, will begin accepting books, on a limited basis when the Friends are at the Library, along with quarantining the books, clarification which books will be allowed. The Friend's Treasurer will be retiring and will stay on to assist the incoming Treasurer.

10. Old Business

None

11. New Business

Matt Pugliese presented the idea of 'One Book One Town' on the topic of social justice, diversity, ethnicity, disabilities, etc due to systemic racism as a public health crisis. A working committee votes to select a book, (with comparable books appropriate for children, teens, and adults) and over the course of a year, the people of the town read the books, discuss, and share ideas. Early planning stages of gathering interested parties. Nathan volunteered to participate. Amanda is drafting a letter for community members.

Nathan raised discussion about the public survey to discover innovations for the library. He offered a local example of a unique library idea that was featured in an article on Oct 30 in the Shoreline Times. The Madison Library redesigned a family 'book nook' lounge area as a tribute to a much loved community member who was lost. Amanda will share the article with the Board Members.

12. Adjournment

A motion was made by Susan Mariani and seconded by Nathan Wise to adjourn the meeting. All were in favor. Meeting adjourned at 7:13pm.

Respectfully submitted,

Mandy Merritt,
Board Recorder