



**Acton Public Library
Board of Directors**

60 Old Boston Post Rd.
Old Saybrook, CT 06475

**Acton Public Library
Board of Directors
Regular Meeting
Tuesday, June 11, 2019**

Attendance

Members present: Amanda Brouwer (Library Director), Nathan Wise (Board Chairperson), Kathleen Smith (Treasurer), Nancy Walsh (Secretary), Michael Cameron, Susan Mariani, Patricia Horn O'Brien, Mike Osnato, Alan Schwarz.

Absent (*notified,**did not notify): Janet Hodge-Burke (Vice Chairperson)*

Others: Timothy Kellogg (Board Recorder), Rogina O'Brien (Library Staff).

Call to Order

Chairperson Wise called the meeting to order at 6:33 p.m.

Staff Spotlight: Rogina

The board welcomed Rogina O'Brien for this month's staff spotlight. Rogina shared a little about herself and her work at the library. Her primary work is in the Children's Room, but she also does work at Reference and has done ILL work. Rogina also shared about her work with volunteers in Children's and story times. General discussion of Children's programming took place. Rogina left the meeting following the Staff Spotlight.

Acceptance of Minutes

The regular meeting minutes of May 14, 2019 were reviewed. A **motion** was made by Michael Cameron and seconded by Patricia Horn O'Brien to approve the minutes as corrected. Correction: The Friends Annual Meeting was held in May. All in favor, one abstention. Minutes were approved as corrected.

Acceptance of the Financial Report

Director Brouwer reported on the fiscal year to date and Non-Town Funds. Funds under spent in payroll will help with building updates. Director Brouwer also noted HVAC repairs. A **motion** was made by Alan Schwarz and seconded by Nancy Walsh to approve the financial report as presented. All in favor. The financial report was approved as presented. There was discussion of other potential building updates in the next fiscal year, including a generator.

Acceptance of the Statistics Report

Director Brouwer reported on library statistics. Circulation stats are way up this year. The library is busy with programs. Director Brouwer and Lisa are preparing to promote library databases. A **motion** was made by Mike Osnato and seconded by Alan Schwarz to accept the statistics report as presented. All in favor. The statistics report was approved as presented.

Correspondences

Patricia Horn O'Brien sent a thank you to Cindy for the work done on poetry night. Related discussion took place.

Director's Report

Director Brouwer provided her report. Personnel was reviewed, including the YA/Reference opening and possible options for the position. Discussion of the position and potential compensation adjustments took

place. Karen and Rogina have been making school visits for the Summer Reading Program. Database training is taking place. Notary services preparations are taking place. Director Brouwer has discussed strategic planning with Stan from the Estuary. LSTA strategic planning grant information has been provided. Lisa is reviewing Circulation procedures. A few LION deliveries didn't happen in the past month. Security system installation will begin in a couple of weeks. Director Brouwer reported on the Teen Summer Reading Program, upcoming adult and teen crafts, and noted adult program statistics. There have been 90 programs, with over 1,100 attendees for the year. Ashlee created a display for World Oceans Day that has been well received. Director Brouwer highlighted the upcoming Family Night programming and Teacher Pizza Night.

Old Business

Director Brouwer noted that LSTA grant application dates are every two months. Director Brouwer will apply for the grant by August 26.

New Business

Other New Business

Kathleen Smith provided a Friend's report for the Annual Meeting. Voting for nominated officers took place. Nancy Baldoni will be the Book Sale Coordinator. By-Laws will be reviewed next year. Nancy Walsh will be working with Pat Flanagan on membership. The 2019-2020 Friends meeting dates are: June 27, August 22, October 25, January 23, April 23, June 25. The 2020 Annual Meeting will be May 28, 2020. The Summer Book Sale is July 18-20, 2019. The Mini Book Sale is March 27-28, 2020. An Evening with the Gillettes was portrayed by Theodora Nivers and her husband.

Chairperson Wise suggested a corollary to waive the photo ID requirement for library cards, specifically in cases where patrons have photo restrictions. Discussion of the current requirements took place.

An Author Talk with Patricia Horn O'Brien on *The Laughing Rabbit* will be held Thursday, June 13, 2019.

Public Participation

No public was present for comment.

Adjournment

A motion was made by Susan Mariani and seconded by Michael Cameron to adjourn. Meeting adjourned at 7:44 p.m.

Respectfully submitted,



Timothy Kellogg,
Board Recorder