



ACTON PUBLIC LIBRARY

60 Old Boston Post Road Old Saybrook, CT 06475 (860)395-3184

Acton Public Library Board of Trustees Meeting

**Regular Meeting Minutes
Tuesday, August 13, 2024 – 6:30 P.M.**

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chairperson N. Walsh called the meeting to order at 6:31 P.M.
The Pledge of Allegiance was recited.

Members present: N. Walsh (Chairperson), A. Schwarz (Vice-Chairman), N. Wise (Treasurer),
MaryAnn Iadarola, A. Derouaux-Welch

Members absent: (*notified, **did not notify): *S. Mariani, *M. Cameron, *M. Delmonico

Staff: A. Brouwer (Library Director); J. Galli (Recording Clerk);
V. Miller (Chief Development Officer)

In attendance: N. Prescott, Co-President of Friends

2. APPROVAL OF MINUTES

MOTION to approve the **Board Meeting Minutes** of Tuesday, June 11, 2024 as presented **MADE:** A. Derouaux-Welch **SECONDED:** M.A. Iadarola **VOTING IN FAVOR:** N. Walsh, A. Schwarz, N. Wise, MaryAnn Iadarola, A. Derouaux-Welch **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 5-0-0.

MOTION to approve the **Library Renovation Committee Meeting Minutes** of June 12, 2024; June 27, 2024; July 10, 2024 as presented **MADE:** A. Derouaux-Welch **SECONDED:** A. Schwarz **VOTING IN FAVOR:** N. Walsh, A. Schwarz, N. Wise, MaryAnn Iadarola, A. Derouaux-Welch **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 5-0-0.

MOTION to approve the **Policy Subcommittee Meeting Minutes** of Tuesday, August 6, 2024 as presented **MADE:** M.A. Iadarola **SECONDED:** A. Derouaux-Welch **VOTING IN FAVOR:** N. Walsh, A. Schwarz, N. Wise, MaryAnn Iadarola, A. Derouaux-Welch **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 5-0-0.

3. **PUBLIC COMMENT** – None

4. **ACCEPTANCE OF FINANCIAL REPORT**

Due to having a full staff and using subs when necessary, the personnel budget went over by ten thousand dollars this past fiscal year. Amanda will raise the amount of this line item to prevent this from happening again. For this fiscal year, we've almost already reached our budget for exterior maintenance due to price increases. Amanda will be in search of better pricing from other vendors.

MOTION to accept the **Financial Report** as presented **MADE:** A. Derouaux-Welch **SECONDED:** A. Schwarz **VOTING IN FAVOR:** N. Walsh, A. Schwarz, N. Wise, MaryAnn Iadarola, A. Derouaux-Welch **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 5-0-0.

5. **ACCEPTANCE OF NON-TOWN FUND REPORT**

ARPA initially allocated one hundred thousand dollars for the renovation but the caveat was that we would break ground by year's end. Since that is not an option the amount was rescinded at this time. However, in lieu of this, ARPA will fund the new generator for the library which is out to bid. Most gift funds were reallocated to the renovation fund. Amanda, along with 22 other LION libraries, is looking at a new app called CapiraMobile, which would enable patrons to interact with the library through their phones. Amanda will be testing it for a year funded by the Connecticut Account. The Michele Van Epps fund was put into place a few years ago to pay for materials for a memorial quilt to be made in her honor. Amanda will reach out to ascertain the status of the quilt.

MOTION to accept the **Non-Town Fund Report** as presented **MADE:** N. Wise **SECONDED:** M.A. Iadarola **VOTING IN FAVOR:** N. Walsh, A. Schwarz, N. Wise, MaryAnn Iadarola, A. Derouaux-Welch **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 5-0-0.

6. **ACCEPTANCE OF STATISTICS REPORT**

Almost eighty thousand people entered the library last year increasing circulation of physical items by 11%. The use of Libby has increased by 34%. In July, seventy-two new library cards were issued along with forty-five renewals. Amanda has increased the budget for Hoopla. Brian has been busy with his tech appointments both at the library and at the Estuary. Use of the self-serve station has risen as well as locker service.

MOTION to accept the **Statistics Report** as presented **MADE:** A. Schwarz **SECONDED:** A. Derouaux-Welch **VOTING IN FAVOR:** N. Walsh, A. Schwarz, N. Wise, MaryAnn Iadarola, A. Derouaux-Welch **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 5-0-0.

7. **CORRESPONDENCES** – None

8. **CAPITAL CAMPAIGN PROJECT**

Victoria asked the Board to familiarize themselves with the three elevator pitches and to choose one to use to talk up the library renewal project. She also spoke about the five fundraising projects that the library will be focusing on:

- Cocktail Parties – If you know someone who would like to be added to the fundraisers guest list or know someone interested in hosting a party, please let Victoria or Amanda know.
- Pledge/Donor Forms – We have ten donor levels to recognize donors. You will also have an opportunity to sponsor items in your name or your company such as a chair, bench, table, computer etc. Forms are available at the library and on the website.
- Car Raffle – The library plans to launch ticket sales for a 2025 car at \$100 each on December 1, 2024 pending final approval of the library Board. The car chosen is an INEOS Grenadier. Curry Grenadier will give us a loaner for display and parade use, but the winner will be able to choose their own color and options. There is also a cash option in lieu of the car – amount to be determined. 5,000-6,000 tickets will be sold. We will use USSweeps.com to make the raffle available outside of Old Saybrook.
- Comedy Night – Slated for Spring 2025 at The Kate.
- Online Auction – Slated for 2025, this auction will include quality items and well as unique experiences.

MOTION to PROCEED with the car raffle of an INEOS Grenadier as presented **MADE:** M.A. Iadarola **SECONDED:** A. Derouaux-Welch **VOTING IN FAVOR:** N. Walsh, A. Schwarz, MaryAnn Iadarola, A. Derouaux-Welch **OPPOSED:** N. Wise **ABSTAINING:** None **MOTION APPROVED:** 4-1-0.

9. LIBRARY DIRECTOR'S REPORT

A Strategic Planning meeting is scheduled for August 30th. Amanda is also working on a new Social Media Policy. We are waiting on a quote from a new digital language database (Mango) that Amanda tested. Weeding is continuing in non-fiction as well as fiction.

Recapping 2023-2024, 326 adult programs were offered with 2,974 attending. The most popular programs were Amelia Earhart and Helen Keller presented by Sheryl Faye. Nathan mentioned that two audience members who knew Helen Keller personally brought memorabilia to the program. Sheryl Faye will be back Nov. 12th to portray Susan B. Anthony. Emily's Get Started with Streaming was also well attended. Coming August 20th is Modern Calligraphy which maxed out after only two days of registration.

The children's library hosted 44 events with 1,619 participants. This summer we hosted Kidz Lunch Bunch on both Tuesdays and Wednesdays, serving over 200 lunches provided by area restaurants to children ages 0-18. There is one more Family Night to go for the summer season – Mystic Aquarium Touch Tanks.

The June 21st Summer Reading kickoff went well. All Ages Paint Night found its audience with 30 attendees. Brian was invited to a seat at the table to discuss the evolution of the YFS, OSHS Camp Hazen freshman Orientation experience. This Sept. 10th and 13th they will apply what was discussed. We will say goodbye to our Summer learning program with a pizza truck and games on Aug. 21st at 11 A.M.

10. FRIEND'S REPORT

Nathan presented the Friends report. They met for a quarterly meeting on July 17th. The June book sale brought in just under \$5,700. Since this amount was lower than last year, the Friends are

considering moving the sale back to July. The Friends discussed the launch of fundraising and brainstormed ways to raise money in addition to what the library is planning. The Friends also discussed doing some type of volunteer recognition event. Friends received a \$500 donation from Robert and Sallie Boody. The next book sale is scheduled for Nov. 22-23. The next quarterly meeting will be on Oct. 23rd at 11 A.M.

11. OLD BUSINESS

A. Subcommittee Updates

Due to the late hour, the minutes of the subcommittees weren't reviewed.

B. Car Raffle - Vote

The vote to move forward with the car raffle was taken during the Capital Campaign discussion. The Board voted in favor of.

12. NEW BUSINESS

The lighthouse donation kiosk will be unveiled at the fundraising launch to be scheduled for late September at the library. Nancy Walsh met with a potential donor to discuss a matching grant for the renewal project.

13. ADJOURNMENT

MOTION to adjourn the meeting of Tuesday, August 13, 2024 at 7:57 P.M. to the next scheduled meeting of **Tuesday, September 10, 2024 at 6:30 P.M.** in the Main 2nd Floor Conference Room as presented **MADE:** N. Wise **SECONDED:** A. Schwarz **VOTING IN FAVOR:** N. Walsh, A. Schwarz, N. Wise, MaryAnn Iadarola, A. Derouaux-Welch **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 5-0-0.

Respectfully submitted,

Joanne Galli
Recording Clerk