

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

**Acton Public Library Board of Trustees Meeting**

**Regular Meeting Minutes**

**Tuesday, January 14, 2024 – 6:30 P.M.**

1. **Call to Order/Pledge of Allegiance**

Chairperson N. Walsh called the meeting to order at 6:34 P.M.

The Pledge of Allegiance was recited.

**Members present:** N. Walsh (Chairperson), A. Schwarz (Vice-Chair), S. Mariani (Corresponding Secretary), N. Wise (Treasurer), A. Bundonis Jr., M. Delmonico, M.A. Iadarola

**Members absent** (\*notified, \*\*did not notify): \*M. Cameron, \*A. Derouaux-Welch

**Staff:** A. Brouwer (Library Director); J. Galli (Recording Clerk)

V. Miller (Chief Development Officer)

**In attendance (Friends):** N. Prescott (Co-President), E. Lebovitz-Miller (Co-President)

**2. Approval of Minutes**

**MOTION** to approve the **Board Meeting Minutes** of Tuesday, December 10, 2024 as presented **MADE**: A. Schwarz **SECONDED**: M. Delmonico **VOTING IN FAVOR:** N. Walsh, A. Schwarz, S. Mariani, N. Wise, A. Bundonis Jr., M. Delmonico, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 7-0-0.

**MOTION** to approve the **Library Renewal Committee Meeting Minutes** of Wednesday, December 11, 2024 as presented **MADE**: S. Mariani **SECONDED**: N. Wise **VOTING IN FAVOR:** N. Walsh, A. Schwarz, S. Mariani, N. Wise, A. Bundonis Jr., M. Delmonico, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 7-0-0.

**3. Public Comment –** None

**4. ACCEPTANCE OF FINANCIAL REPORT**

Only 45% of our budget remains for electricity/Eversource, which could pose a concern. Employee payroll is on track. Amanda emphasized that the staff is worth every penny. Beyond their regular duties and programming, they have gone above and beyond by assisting patrons with job searches, application processes, writing letters, and even helping one patron write a book. She plans to highlight these contributions again at the Board of Finance and Board of Selectmen’s annual budget meeting on January 25th at 8:30 A.M. at Town Hall. Amanda encouraged the Board to attend and show their support for the library.

**MOTION** to accept the **Financial Report** as presented **MADE**:M.A. Iadarola **SECONDED**: A. Schwarz **VOTING IN FAVOR:** N. Walsh, A. Schwarz, S. Mariani, N. Wise, A. Bundonis Jr., M. Delmonico, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 7-0-0.

**5. Acceptance of Non-Town Fund Report**

Ct Card renovation account paid the expenditures for the Renewal Open House, as well as other minor expenses. Amanda will be requesting additional funds from the Friends to support the Chief Development Officer’s salary. Amanda will utilize the DEI Fund to cover the cost of the moderator for the Social Justice Book Discussion.

**MOTION** to accept the **Non-Town Fund** **Report** as presented **MADE**: M.A. Iadarola **SECONDED**: N. Wise **VOTING IN FAVOR** N. Walsh, A. Schwarz, S. Mariani, N. Wise, A. Bundonis Jr., M. Delmonico, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 7-0-0.

**6. ACCEPTANCE OF STATISTICS REPORT**

Hoopla continues to be expensive. Circulation of adult and young adult materials, as well as audiobooks and eBooks, is up. If more out-of-town patrons use our library rather than our patrons going elsewhere, we receive additional funding from the state. Amanda reiterated the importance of the Homebound service, which delivered books to nine patrons this month. She also noted that out of 173 libraries in the state, only 43 are open on Sundays. Additionally, our library is open 58 hours a week, compared to the state average of 47.5 hours. Nathan added that circulation figures don’t tell the whole story, as usage is also a key indicator. He suggested retitling “Circulation Statistics” to “Circulation/Usage Statistics” to better reflect this.

**MOTION** to **RETITLE** Circulation Statistics to Circulation/Usage Statistics as presented **MADE**: N. Wise **SECONDED**: N. Walsh **VOTING IN FAVOR** N. Walsh, A. Schwarz, S. Mariani, N. Wise, A. Bundonis Jr., M. Delmonico, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None

**MOTION APPROVED:** 7-0-0.

**MOTION** to accept the **Statistics Report** as presented **MADE**: A. Schwarz **SECONDED**: S. Mariani **VOTING IN FAVOR:** N. Walsh, A. Schwarz, S. Mariani, N. Wise, A. Bundonis Jr., M. Delmonico, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 7-0-0.

**7. CORRESPONDENCES**

At the Friends Book/Bake Sale, Nancy Walsh was given an old thank-you note dated August 1972, which thanked Mr. and Mrs. Davis for their gift of shelving in memory of Judith Tumavicus. The shelving, along with its donation plaque, was recently found still in use, displaying audiobooks 53 years later.

**8. BOARD CHAIR’S REPORT**

Nancy reviewed the financials related to the renewal project. In November 2023, we received a $2 million grant with the condition that we raise an additional $2 million in matching funds within two years, without using municipal funds. Including the Tucker Trust, the library currently has $1,432,189.40 in the account. The municipality has also set aside $1.1 million for the project.

The 2nd Generation Tucker Family has generously offered a $50,000 matching donation to kick-start the fundraising effort. Nancy urged the Board to make calls and help raise the funds to match this donation, which would add another $100,000 to the total.

**9. CAPITAL CAMPAIGN PROJECT**

 Victoria stressed that the library doesn't need 501(c)(3) status to receive donations. She also mentioned that publicity about the fundraising efforts is being sent out intermittently to keep the renewal needs in the spotlight for a longer period of time. Additionally, she offered to meet with the Friends to collaborate and work together in raising the necessary funds needed.

**10. LIBRARY DIRECTOR’S REPORT**

Generator installation will commence in late February. Quotes should be forthcoming on the HVAC units.

During the month of December, 26 adult programs were offered with 213 attending. Most popular was A Taste of Korea with 42 attendees.

**Coming Up**:

* **January** 25 - 3rd Annual Jigsaw Puzzle Contest
* **February** 11 – A talk on Venture Smith (Son of an African king, Venture Smith became the first black man to document his capture from Africa and life as an American slave and later a successful black freeman in Connecticut).
* **March** – Sheryl Faye will return to portray Ruth Bader Ginsberg

**The Children's Library** hosted eight in-person events, with 619 attendees participating in various activities. Notable successes included Noon Year’s Eve, gingerbread house decorating, and snowflake cookie decorating. Additionally, 25 gift-wrapped book bundles were picked up by patrons. The Tonies—collectible figurines that play stories and songs on the Toniebox, a screen-free audio player—are now available for circulation. Along with our regular events we have coming up in January:

* January 4 - Birds Get Hungry Too!
* January 11 - Community Baby Shower

 **YA** – New England Ghost stories was a hit. Coming up:

* January 15 - Cellist Ryan Mitten will return to kick-off our Acoustic Artist Storyteller Series
* January 22 - All ages Game Night
* January 29 - All Ages Paint Night

**11. FRIEND’S REPORT**

The next meeting is January 15th.

**12. OLD BUSINESS**

1. **Library Renewal Committee Update**

Starting a Library Foundation was discussed. More information under New Business.

1. **Participation in the Torchlight Parade**

The library sent an edible arrangement to the Camerons in appreciation of all their hard work. A pre-planning meeting for Memorial Day needs to be scheduled soon.

1. **2025 Meeting Dates - Vote**

Nancy emailed the Board the list of 2025 meeting dates. In November the meeting will be moved to Wednesday, November 12th due to Veteran’s Day.

**MOTION** to accept the **2025 Board Meeting Dates** with November’s meeting rescheduled for Wednesday November 12th as presented **MADE**: N. Wise **SECONDED**: A. Schwarz **VOTING IN FAVOR:** N. Walsh, A. Schwarz, S. Mariani, N. Wise, A. Bundonis Jr., M. Delmonico, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 7-0-0.

**13. NEW BUSINESS**

 **A. Formation of Library Foundation**

 Plans are underway to establish a Library Foundation to support capital projects and future planning. Other local libraries, including Old Lyme and East Lyme, have already established similar foundations. This foundation would secure 501(c)(3) status, making donations tax-deductible. The Board will consist of nine members. There was discussion about whether non-residents should be included alongside residents on the Board. Amanda has drafted the by-laws, which are currently under review by the town attorney.

**14.** **ADJOURNMENT**

**MOTION** to adjourn the meeting of **Tuesday, January 14, 2025** at 7:55 P.M. to the next scheduled meeting of **Tuesday, February 11, 2025** at **6:30 P.M.** in the Friends Conference Room as presented **MADE**: N. Wise **SECONDED**: M. Delmonico **VOTING IN FAVOR:** N. Walsh, A. Schwarz, S. Mariani, N. Wise, A. Bundonis Jr., M. Delmonico, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 7-0-0.

Respectfully submitted,

Joanne Galli

Recording Clerk