



**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, December 10, 2024 – 6:30 P.M.**

**1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Chairperson N. Walsh called the meeting to order at 6:32 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. Cameron, M. Delmonico, A. Derouaux-Welch

**Members absent** (\*notified, \*\*did not notify): MA. Iadarola \*

**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), Helen Fazzina

**2. APPROVAL OF MINUTES**

**MOTION** to approve the **Board Meeting Minutes** of Tuesday, November 12, 2024 as presented **MADE:** A. Derouaux-Welch **SECONDED:** N. Wise **VOTING IN FAVOR:** N. Walsh, A. Schwarz, S. Mariani, N. Wise, A. Bundonis Jr., M. Cameron, M. Delmonico, A. Derouaux-Welch **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 8-0-0.

**MOTION** to approve the **Library Renewal Committee Meeting Minutes** of Wednesday, November 13, 2024 as presented **MADE:** M. Delmonico **SECONDED:** S. Mariani **VOTING IN FAVOR:** N. Walsh, A. Schwarz, S. Mariani, N. Wise, A. Bundonis Jr., M. Cameron, M. Delmonico, A. Derouaux-Welch **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 8-0-0.

**MOTION** to approve the **Strategic Planning Subcommittee Meeting Minutes** of Friday, November 22, 2024 as presented **MADE:** A. Derouaux-Welch **SECONDED:** A. Schwarz **VOTING IN FAVOR:** N. Walsh, A. Schwarz, S. Mariani, N. Wise, A. Bundonis Jr., M. Cameron, M. Delmonico, A. Derouaux-Welch **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 8-0-0.

**3. PUBLIC COMMENT – None**

#### 4. ACCEPTANCE OF FINANCIAL REPORT

We are five months into the budget and will be ordering two heat pumps. Amanda presented the preliminary draft budget for 2025, acknowledging that the figures are subject to change. She offered a more detailed overview of salaries, confirmed that we are fully staffed, and emphasized the various responsibilities of the staff, including managing programs, with employees working nights and Sundays. She will work on reducing the budget before the Board of Finance meeting on January 25<sup>th</sup>.

**MOTION** to accept the **Financial Report** as presented **MADE:** A. Bundonis Jr. **SECONDED:** A. Schwarz **VOTING IN FAVOR:** N. Walsh, A. Schwarz, S. Mariani, N. Wise, A. Bundonis Jr., M. Cameron, M. Delmonico, A. Derouaux-Welch **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 8-0-0.

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

Ct Card renovation account paid the expenditures for the open house. ARPA has removed the \$100,000 they originally allocated to the library's renovation fund but will be paying for the generator. We received \$11,862 in donations toward the renovation this month.

**MOTION** to accept the **Non-Town Fund Report** as presented **MADE:** A. Derouaux-Welch **SECONDED:** M. Cameron **VOTING IN FAVOR** N. Walsh, A. Schwarz, S. Mariani, N. Wise, A. Bundonis Jr., M. Cameron, M. Delmonico, A. Derouaux-Welch **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 8-0-0.

#### 6. ACCEPTANCE OF STATISTICS REPORT

The preliminary state report has been released, and Amanda will review it to verify the numbers. Circulation of audio books and Ebooks are up. Amanda will ask LION how magazine checkouts are calculated. The locker service is making a comeback, with 14 users this month.

Amanda discussed the importance of the Homebound service, which delivers books to patrons unable to leave their homes. She shared a touching compliment from a patron who expressed that receiving books from Kara had a significant impact on her life. The Board suggested several ideas to raise awareness of the service, including distributing flyers through Meals on Wheels or featuring it in an Estuary newsletter.

**MOTION** to accept the **Statistics Report** as presented **MADE:** M. Delmonico **SECONDED:** A. Derouaux-Welch **VOTING IN FAVOR:** N. Walsh, A. Schwarz, S. Mariani, N. Wise, A. Bundonis Jr., M. Cameron, M. Delmonico, A. Derouaux-Welch **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 8-0-0.

#### 7. CORRESPONDENCES – None.

#### 8. BOARD CHAIR'S REPORT

Nancy will be updating the Board contact list.

#### 9. CAPITAL CAMPAIGN PROJECT

Victoria felt that the weather affected attendance at the Open House last Thursday. She said the presentations went well and the high school volunteers were phenomenal. Guests enjoyed the scavenger hunt. A few donations went through the newly unveiled lighthouse. The Little Green Light database (for tracking contact and donor information) is growing.

Michael Cameron has been creating limited-edition mini lighthouses, which will be available to individuals who donate over \$500 to the renovation fund. Only 100 lighthouses will be produced, and each will be numbered.

Nancy Walsh highlighted the moving speech by Deb Grass, a second-generation Tucker. She noted that the Tucker Fund, established over 25 years ago, has now grown to over \$1.4 million.

## **10. LIBRARY DIRECTOR'S REPORT**

Everyone enjoyed the events of the Starlight festival this past Saturday. Amanda will be trying out a new library app along with 21 other Lion libraries. She will also be meeting with Carl and LeeAnn to discuss next year's budget needs.

During the month of November, 25 adult programs were offered with 243 attending. Twenty-six people attended both the Susan B. Anthony presentation and the native American Stories of Survival program. The Korean Spirit and Culture Promotion project attracted a full house, with 35 attendees. Forty new library cards were issued. There were 1,969 Wi-Fi sessions connected.

### **Coming Up:**

- Jan 14 Rambling Dan Stevens
- Walking group will move indoors at Park & Rec on Wednesdays at 11 A.M. in January
- Cooking club will be switching to a demonstration format

**The children's library** hosted 20 in-person events and 5 passive activities, engaging a total of 672 participants.

### **Upcoming for kids:**

- Gingerbread Houses, Noon Year's Eve
- Popcorn Palooza: Family Movie on half days
- Holiday Sing and Stomp, Holiday Grub Club

**YA** – Henna artist Jamilah attracted 20 participants. Meanwhile, STEM Day saw active engagement as participants contributed to a catapult build. Cellist Ryan Mitten returned for the Giving Tree Celebration.

### **Looking Ahead:**

- Open Mic will evolve into the Acoustic Artist Storytelling Series starting in January.

## **11. FRIEND'S REPORT**

Nancy Prescott noted that fall book sales have steadily increased over the past four years. This November, total sales reached \$3,595, with \$900 coming from the bake sale.

Next meeting is January 15<sup>th</sup>.

**12. OLD BUSINESS**

**A. Subcommittee Updates – See minutes**

**B. Torchlight Parade Update**

Float preparation was delayed by weather, but Carl Fortuna kindly offered the town garage as a sheltered space to both work on and store the float until the parade.

**C. Approval of Strategic Plan 2025-2028**

Amanda provided an overview of how we reached this point, starting with the original Strategic Plan, followed by the Feasibility Study and architectural plans that led to today's revised plan. She expressed her appreciation for the collaborative efforts of the committee, staff, and Library Board.

The Plan is now complete, identifying three key priorities: staff, equity, and space. These areas must be continually supported and adapted as library services and functions evolve. A brochure has also been created to outline the changes and goals for both the present and the future.

**MOTION** to accept the **2025-2028 Strategic Plan** as presented **MADE:** A. Schwarz **SECONDED:** M. Delmonico **VOTING IN FAVOR:** N. Walsh, A. Schwarz, S. Mariani, N. Wise, A. Bundonis Jr., M. Cameron, M. Delmonico, A. Derouaux-Welch **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 8-0-0.

**13. NEW BUSINESS**

**A. 2025 Meeting Schedule**

Nancy Walsh will email the Board the 2025 APLB meeting dates. The November meeting will need to be rescheduled due to Veteran's Day and the library's closure. Amanda will look into available rooms for the rescheduled meeting.

**14. ADJOURNMENT**

**MOTION** to adjourn the meeting of **Tuesday, December 10, 2024** at 7:40 P.M. to the next scheduled meeting of **Tuesday, January 14, 2024** 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. Cameron, M. Delmonico, A. Derouaux-Welch **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 8-0-0.

Respectfully submitted,

Joanne Galli  
Recording Clerk