

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

**Acton Public Library Board of Trustees Meeting**

**Regular Meeting Minutes**

**Tuesday, February 11, 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-Chair), S. Mariani (Corresponding Secretary), N. Wise (Treasurer), A. Bundonis Jr., M. Cameron, A. Derouaux-Welch, M.A. Iadarola

**Members absent** (\*notified, \*\*did not notify): \* M. Delmonico

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

V. Miller (Chief Development Officer)

**In attendance (Friends):** N. Prescott (Co-President)

**2. Approval of Minutes**

**MOTION** to approve the **Board Meeting Minutes** of Tuesday, January 14, 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, A. Derouaux-Welch, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 8-0-0.

**MOTION** to approve the **Library Renewal Committee Meeting Minutes** of Friday, January 14, 2024 as presented **MADE**: A. Derouaux-Welch, **SECONDED**: M.A. Iadarola **VOTING IN FAVOR:** N. Walsh, A. Schwarz, S. Mariani, N. Wise, A. Bundonis Jr., M. Cameron, A. Derouaux-Welch, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 8-0-0.

**MOTION** to approve the **Library Renewal Committee Meeting Minutes** of Friday, January 24, 2024 as presented **MADE**: M. Cameron **SECONDED**: M.A. Iadarola **VOTING IN FAVOR:** N. Walsh, A. Schwarz, S. Mariani, N. Wise, A. Bundonis Jr., M. Cameron, A. Derouaux-Welch, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 8-0-0.

**3. Public Comment –** None

**4. ACCEPTANCE OF FINANCIAL REPORT**

We are currently six months into the budget cycle, and our third-quarter bills are now due. At present, only 33% of the allocated budget for electricity/ Eversource remains, which will likely result in exceeding the budgeted amount.

**MOTION** to accept the **Financial Report** as presented **MADE**:A. Schwarz **SECONDED**: S. Mariani **VOTING IN FAVOR:** N. Walsh, A. Schwarz, S. Mariani, N. Wise, M. Cameron, A. Derouaux-Welch, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** A. Bundonis Jr. **MOTION APPROVED:** 7-0-1.

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

A generous patron has donated fifty thousand dollars to the library in memory of her husband. The quilt funded by the Michele Van Epps Fund is nearly complete, and a ceremony will be held in April to unveil it. The quilt will be displayed in the gallery for one month. Currently, $1,200 is in the fund to cover expenses, with the final cost now confirmed to be only $500. The remaining $700 will be allocated to the renewal fund in Michele Van Epps' name.

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

**6. ACCEPTANCE OF STATISTICS REPORT**

Starting next month, the Circulation Statistics will be renamed Circulation/Usage Statistics to reflect that library usage is just as important as circulation. Amanda has distributed the state report, which compares our library to others in towns with populations ranging from 10,000 to 17,000. In terms of town wealth, we are ranked #22 out of 169 towns, with #1 being the wealthiest. This report includes data on hours of operation, service trends, and circulation patterns. Post-COVID, our programming has increased, while circulation trends vary across different sections. Notably, homebound services and self-checkout have seen increased usage.

It is important to note that libraries pay 6 to 10 times more than consumers for the same digital books, which are leased through Libby for only 26 reads. Due to high costs, there can be wait times of up to a year for some titles. Legislation is currently considering SB1234, a bill aimed at ensuring libraries are not forced to accept unreasonable terms for digital materials. If passed, this legislation would help ensure that electronic resources are made available to libraries at fair prices.

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

**7. CORRESPONDENCES**

We have received the obituary for Janet Hodge-Burke, who served as Vice Chairperson on the Board of Trustees. Nancy will be sending a note of condolence to her family.

**8. BOARD CHAIR’S REPORT**

Nancy explained that while the Library Renewal Committee typically focuses on fundraising efforts, this month they have dedicated their efforts solely to the creation of a new Library Foundation, which will be established as a 501(c)(3) organization, making donations tax-deductible. Nancy also expressed her gratitude to Amanda for the significant work she has contributed bringing this initiative to fruition.

**9. LIBRARY DIRECTOR’S REPORT**

Due to the cold weather and a delay in pouring the concrete pad, the generator installation has been postponed. We have agreed to temporarily display the Rotary Club’s Peace Pole. As of February 11th, we have already surpassed the data usage for the Wi-Fi hotspots, prompting us to question whether users are streaming TV or movies. On a somber note, Emily Sheehan, Assistant Director and Children’s Librarian, has resigned from her position, with her last day being February 28th.

During the month of January, 33 adult programs were offered with 345 attending. Our most popular events were Ramblin’ Dan Stevens, Meditation and Cake Decorating.

**Coming up in February**:

* **A new blook club commences on the 18th lead by Emily B.**
* **Intro to Square Dancing on the 22nd**
* **Making Healthy Chocolate on the 25th.** This event has already reached capacity.

**The Children's Library** hosted 16 in-person events, with 712 attendees participating in various activities. Amanda shared how engaged and captivated the children are during the Grub Club, which was sponsored by Big Y.

**YA** – The after school attendees are settling in – their backpacks all over is an indication that designing function into furniture will be important in the redesigned space. Tech Time continues in popularity here at the library as well as at the Estuary.

**Coming up in February**:

* **One Up Games on the 13th vs. Madison & Guilford**
* **All ages Game Night on the 19th**
* **All Ages Paint Night on the 26th**

**10. FRIEND’S REPORT**

Due to Nathan’s absence from the Friends meeting on January 15th, Nancy Walsh presented the meeting minutes. Key highlights include the renewal fund exceeding $6,000, the November book and bake sale raising $3,500, with nearly $1,000 coming from the bake sale alone, and the next book sale scheduled for March 14-15. The Friends also made a $5,000 installment toward Victoria’s salary and purchased a Directors and Officers Insurance Policy for $1 million at a cost of $680.

Nancy Prescott applied for funding from Essex Savings Bank’s program, which supports non-profit organizations. Last year, Friends received $1,191. Nancy Walsh encouraged any Board members who have accounts with Essex Savings to consider voting for the Friends. Voting will take place throughout February, and individuals may vote for up to three organizations. The next quarterly meeting is scheduled for April 23rd at 10:30 A.M.

In response to a question, Nancy Prescott noted that the A-frame generates $200-$300 in revenue each month.

**11. OLD BUSINESS**

1. **Library Renewal Committee Update**

The creation of the Library Foundation is progressing smoothly. We have secured a tax ID number, and the lawyer is in the final stages of reviewing the By-laws. It has been confirmed that the foundation does not need to consist solely of residents from Old Saybrook; business owners, town employees, or individuals with an interest in the library are also eligible to be involved.

Victoria emphasized the importance of donations, particularly highlighting the second-generation Tucker $50,000 matching gift, and noted that pledge forms are available both at the library and on the website. Donations over $1,000 come with naming opportunities. She also provided an update on the comedy night scheduled for August 28th and discussed potential pricing tiers. Additionally, Victoria mentioned that the raffle for the Grenadier will launch in late summer 2025.

**12. NEW BUSINESS –** None.

**13.** **ADJOURNMENT**

**MOTION** to adjourn the meeting of **Tuesday, February 11, 2025** at 7:40 P.M. to the next scheduled meeting of **Tuesday, March 11, 2025** at **6:30 P.M.** in the Friends Conference Room 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, A. Derouaux-Welch, M.A. Iadarola **OPPOSED:** None **ABSTAINING:** None **MOTION APPROVED:** 8-0-0.

Respectfully submitted,

Joanne Galli

Recording Clerk