

**AGENDA  
LIBRARY BOARD OF DIRECTORS  
REGULAR MEETING  
WEDNESDAY APRIL 21, 2021  
7:00 PM**

The Library Board of Directors met remotely on Wednesday, April 21, at 7:00 pm. Physical attendance at the meeting was not permitted due to Covid-19 precautions.

**ROLL CALL**

7:00 pm

Goumas, Regan, Sturm, Keating

Also in attendance: Higginson, Costigan

**ACCEPTANCE OF MARCH MEETING MINUTES**

Motion to accept March minutes: Sturm: Second: Goumas

Vote: 4 - 0

**AUDIENCE OF CITIZENS**

Anna De Simone, Journalism Student at Southern Connecticut State of University; Resident of Seymour  
Observing meeting

**TREASURER'S REPORT**

Submitted and presented by Goumas

Totals: Copier: \$1,069.90; Fines: \$661.21; Lost and Damaged Books: \$186.91; total: \$1,918.

Grants Total: \$7,158.45; Gifts and Bequests: Total: \$14,407.43.

Motion to accept Treasurer's Report as presented: Sturm; Second: Regan

Vote: 4 - 0

Question and discussion about figures in red directed to Goumas. Goumas expects input as to whether they are an expenditure or donation on the ledger; these figures are not reflected in reports submitted from Hliva at this time. Goumas states these numbers should not change.

**DIRECTOR OF MUNICIPAL LIBRARY/MEDIA OPERATIONS REPORT**

Submitted and presented by Costigan

Reopening went smoothly; greeter works well. Lots of patrons still utilizing curbside pickup. Believes curbside will continue indefinitely: no time constraints for patrons to pick up items. Question on other libraries and opening/s. Costigan believes they are not having as much traffic as well.

Discussion on percentage of computer usage and would more communication regarding safety protocols bring more patrons in. Costigan believes when the library opens full time, that the library will be back to normal.

Discussion on new protocols due to pandemic.

Costigan requested change in some wording for the Circulation position which has not been filled yet. Still a 32-hour position, but working hours have been changed and more detail in the job description/s. Hoping interviews will be scheduled next week.

Bunnell joined at 7:20 pm

The patio in back will be about 36 x 16 and will be looking to get price for this. Thanks to FOLIO for donation of two retractable awnings.

Costigan met with the Board of Finance with regards to the budget. Budget for part time help was cut by \$30,000.

Discussion on this. Costigan will look to remedy this as that figure is not feasible.

Computer issues and updates, etc. Looking to get a few more computers by the end of the year. Summer Reading prep in full swing. FOLIO donated prizes for summer reading which is extremely helpful.

Question and discussion on in person meetings.

Costigan left meeting at 7:30 pm

#### **ADULT SERVICES LIBRARIAN'S REPORT**

Submitted and presented by Higginson

Numerous programs such as crafts, emails daily for April's Poem A Day, motivational speaker program and Book clubs. Circulation figures in report as well. Working on programing/events for adults for the summer reading program and upcoming months.

Discussion ongoing to/joining Connecticut Library Association and description of what it is for new board members.

#### **CHILDREN'S LIBRARIAN'S REPORT**

Submitted by Rivero, presented by Higginson

Numerous programs including cooking, cartooning class, henna, teen programs, and make and take crafts as well as info on collection/s.

Submitted photos of some of these programs as well. More details on Summer Reading included in report.

Discussion on packets, tickets, and prizes and some info on how Summer Reading Program works.

Sturm suggested a program for patrons who may have lost a pet.

#### **CHAIRMAN'S REPORT**

#### **OLD BUSINESS**

#### **NEW BUSINESS**

#### **ADJOURNMENT**

Motion to adjourn: Goumas; Second: Regan

Vote: 5 – 0

7:47 pm

Minutes subject to approval at next meeting

kas

4/21/2021

21 APR 27 AM 8:59  
TOWN OF OXFORD, CT  
Margaret A. West  
TOWN CLERK