

**AGENDA  
LIBRARY BOARD OF DIRECTORS  
REGULAR MEETING  
WEDNESDAY JUNE 16, 2021  
7:00 PM**

**ROLL CALL**

7:01 pm

Goumas, Bunnell, Keating, Regan, Sturm

Also in attendance: Higginson, Costigan, Rivero

**ACCEPTANCE OF MAY MEETING MINUTES**

Motion to accept May meeting minutes: Keating; Second: Goumas.

Vote: 5 – 0

**AUDIENCE OF CITIZENS**

**TREASURE'S REPORT**

Submitted and presented by Goumas:

Copier: \$2.75; Fines: \$42.95; Lost and Damaged Books: \$0.00; total: \$45.70.

Grants: no new activity total: \$6,658.85; Gifts and Bequests total: \$14,892.43.

Grants account has been rectified to ledger through April of 2021. Working on reconciling Gifts and Bequests to the ledger. Costigan and Goumas have been going through records. Discussion on this.

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

Vote: 5 – 0.

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

Submitted and presented by Costigan:

Open now to public full-time hours. Staff diligently worked to prepare for opening, Summer Reading preparations, and continue curb side pick-up. Checking end of year numbers for no overages.

Grant funds of \$3,000.00 will be spent on variety of things: Nanoseptic Self-Cleaning surfaces for high contact areas, Princh, a cloud-based printing solution for patrons to print and pay from their mobile devices, and a Fall Adult Technology series of programs focusing on digital literacy, digital career and job skills building, and digital telehealth topics.

Kathie Solicito started as new Circulation Coordinator and has transitioned right into her position with ease.

36' X 16' paver patio total is \$9,985.00. Costigan attended Board of Selectmen meeting to transfer funds from part-time wages to facility maintenance and this transfer was approved. This request will then go to Board of Finance on June 28.

Attended Friends of the Library meeting and gave update on happenings and thank them for their generous donations.

Press releases informing of Everybody Learns Grant and Fiber to the Library Grant.

All Summer Reading gift card prizes have been secured by local businesses by Friends' donation.

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

Submitted and presented by Higginson:  
Monthly calendars submitted as well.

Numerous programs held and upcoming. Discussion on these.  
Collection and Circulation figures included as well as listings of upcoming Summer Adult Programs.  
Attended U.S. Book show and began planning Fall programming.

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

Submitted by Rivero:

Numerous programs in May include hoola hooping, theatre – improvisation/acting, story times, make and take crafts, and book clubs. Many new families attending story times.  
Has received all the lists from town schools. Extra copies for Summer reading list for schools ordered for patrons and this year students can choose from a list of titles.

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

Handbooks given to each new member of the Library Board. Directed new members to website also for more information and seminar/s. Discussion on this and other meetings/gathering information venues for libraries as well as certain protocols.

#### **OLD BUSINESS**

Policies and Procedure Handbook: policies/procedure changes that were recommended need to be approved and other changes need to be revisited and looked over.  
Discussion on how to approach this with new members and scheduling.

#### **NEW BUSINESS**

Current listing of Board members from town to include terms.

#### **ADJOURNMENT**

Motion to adjourn: Regan; Second: Keating.  
Vote: 5 – 0  
7:51 pm

Minutes subject to approval at next meeting.

kas  
6/16/2021

21 JUN 22 PM 1:50  
TOWN OF OXFORD, CT  
TOWN CLERK  
*August A. West*