

**AGENDA
LIBRARY BOARD OF DIRECTORS
REGULAR MEETING
WEDNESDAY, FEBRUARY 16, 2022
7:00 PM**

ROLL CALL

7:02 pm
Keating, Sturm, Goumas, and Federowicz
Also in attendance: Costigan and Higginson

ACCEPTANCE OF JANUARY SPECIAL MEETING MINUTES

Motion to accept January Minutes: Goumas
Second: Sturm
Vote: 4 - 0

AUDIENCE OF CITIZENS

TREASURER'S REPORT

Submitted and presented by Goumas

December: Copier: \$50.77; Fines: \$23.00; Lost and Damaged Books/Movies: \$0.00. Total: \$73.77.
Grant's expense: Upward Business Systems - Computer classes: \$455.00.

January: Copier: \$41.85; Fines: \$22.95; Lost and Damaged Books/Movies: \$2.00. Total: \$66.80.
Total Grants: \$7,969.85; Gifts/Bequests: \$16,001.65.

Motion to accept Treasurer's Report: Federowicz
Second: Keating
Vote: 4 - 0

DIRECTOR OF MUNICIPAL LIBRARY/MEDIA OPERATIONS REPORT

Submitted and presented by Costigan

Budget approved by Library Board was submitted to Finance Director Hliva. Budget is scheduled to be reviewed on February 22nd. Changes they make will be sent to each department on 23rd and Costigan can respond on the 25th. Questions and discussion on budget and process.

Costigan completed and submitted the Fiber to the Library Grant Final Report along with a check \$2,750.00 for unexpended funds. The original budget included higher anticipated fiber operations and maintenance costs and installation charge that CEN did not bill for.

\$3,000.00 awarded from the ARP Grants to Connecticut Libraries has been spent on PPE, cleaning supplies, hands-on computer training for patrons, and new Princh printing service. Once all expenses have posted, Costigan will complete final report.

On February 4th, there was an unexpected issue with the water system. This unexpected repair cost \$1,550 which will have a negative impact on the facility maintenance line item of the budget.

Waiting for the official confirmation of the ARP Humanities Grants for Libraries which will amount to \$10,000.00. Work has started on the town wide postcard and survey questions in anticipation of receiving this award.

ADULT SERVICES LIBRARIAN'S REPORT

Submitted and presented by Higginson

Calendars for February and March submitted as well

Numerous programs held in December and January including crafts and book clubs. Upcoming programs include the Passport to CT Libraries Program, financial planner, and guest authors.

Discussion on programs and circulation.

Numbers for circulations and purchases provided also to the Board.

Material deletions are almost completed.

From October 2021 to February 10, 2022, 125 new patrons added.

Newspaper stand was delivered and is being utilized.

New policy planned for DVD circulation will include a 14-day loan period, a limit of 10 instead of 5, and the fines will accrue \$2.00 per day with no cap.

Q and A along with discussion on this.

CHILDREN'S LIBRARIAN'S REPORT

Submitted by Rivero

Presented by Higginson

Numerous programs held and attended. Some programs were eliminated because of indoor restrictions due to Covid-19.

Rivero keeping track of circulations in each area to get a better idea which audiences need more engagement.

Circulation numbers submitted to the Board.

Rivero along with area Children's Librarians have come together to collaborate and trouble shoot. They are looking to continue to meet each month.

CHAIRMAN'S REPORT

OLD BUSINESS

NEW BUSINESS

Graphs presented to the Board to be used for support of proposed budget. Questions and discussion on graphs.

ADJOURNMENT

7:58 pm

Motion to adjourn: Sturm

Second: Goumas

Vote: 4 - 0

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2/18/2022