

**Harwinton Public Library**  
**Minutes of Library Board of Directors Meeting**  
**Monday, May 6, 2024**

The meeting was called to order at 7:00, by Art Potwin. Members attending were Paul Edwards, Everett Lyons, Leslie Flowers, Jamie O'Meara-Cartwright, Debbie Janssens, Naomi Toftness and Library Director Alice Freiler.

**Secretary's Report:**

Motion to approve minutes made by Everett seconded by Paul. Unanimous.

**Treasurer's Report:**

Motion to approve report made by Paul, seconded by Everett. Unanimous

**Public Input:**

Jim Zasso attended our meeting with interest in joining our Board

**Director's Report:**

- Operating budget on track.
- HPL staff and Board are welcome to march - let Alice know if you're interested.
- Alice requested moving next month's meeting to the following week. All agreed that moving meeting to 6/10 will work.
- Alice received 2 grants from CT State Library. One for \$1693., for number of loans to non-residents. The second was for \$1442., for updated materials selection and policies. Alice requested to use funds for Ancestry.com, which is heavily used, and apply the balance toward Hoopla, which averages over \$500./month and is well used. Leslie made the motion to use grant funds as requested by Alice. Debbie seconded it. Unanimous.
- Library Friends give thanks to Board for funding Summer Reading Program.
- Plant, Book and Bake Sale is on 5/18. Consider donations of plants, books or baked goods for this event. HYSA scheduled an event by basketball courts on this day, so Alice has reached out to Rec. Director to be sure that parking remains available for Library event.

Motion to accept Director's report made by Everett, seconded by Deb. Unanimous.

**Library Friends-**

- Leslie attended Friends meeting on 4/8 to clarify how their funds are used.
- Plant Book and Bake Sale will be on 5/18. Consider donating plants and/or baked goods.

**Committee Reports:**

- Art-Camera Club has hung their show, which includes Board member Paul. All are welcome to attend reception on Friday, 5/10 from 5-7. Art has raised significant funds this past year and Alice requests to use 500., for Art Programming. Leslie made the motion to spend 500., for programs, Paul seconded. Unanimous.

- Budget - no report
- Property and Building - chairs have arrived! Alice requests an additional dolly for chairs. Everett made motion not to exceed \$100., for dolly. Deb seconded. Unanimous. Board members are welcome to join meeting on 5/16 at 10:00 with First Selectmen and Director of Public Works. Alice will request that it be held at HPL. Alice attended a Town-wide Safety Meeting-a new bid is going out for automatic door by parking lot. Also, Bathrooms will be renovated to be in compliance, by making one larger and the other smaller, leaving only needed updates to windows in order to apply for construction grants. Lastly, Alice will look into emergency button in conjunction with alarm and video cameras, for safety of staff, especially for evenings.
- Computers-no report
- Fundraising-Becky and Alice have updated lists for appeal. Alice will begin our 2024 Annual Appeal letter following meeting on 5/16.
- Correspondance-Board has accepted Patti's letter of resignation.
- Governance-Mr. Zasso stated his interested in joining our Board to fill the vacated position.

Board went into executive session to discuss candidate for Board. Everett made motion to leave executive session, Jamie seconded. Unanimous. Board would like to welcome Jim Zasso to our Board to complete term left by Patti Sederquist.

Motion made to adjourn meeting at 7:45 by Everett, seconded by Deb. Unanimous.

**Note Change -Next meeting - Monday, June 10, 2024.**

Respectfully submitted by Leslie Flowers

