

HARWINTON PUBLIC LIBRARY

Minutes of the Library Board of Directors Meeting Monday, March 1, 2021

The meeting was called to order at 7:03 pm by Leslie. Members attending were Leslie, Carol, Art, Jamie, Debbie, Naomi, Patti, and Mac Beatty. Also in attendance was Library Director Alice Freiler.

Public input: None.

Secretary's report:

- Discussion on a revision to the originally submitted 2-1-2021 meeting minutes; change from "High School Camera Club" to "Litchfield Hills Camera Club".
- Motion by Leslie to accept the revised Secretary's report; unanimous.

Treasurer's report:

Motion by Leslie to accept the Treasurer's report; unanimous.

Director's report:

- Alice is working on selecting candidates for the Library Clerk position and hopes to have the process completed by the end of the week. Leslie will be working with Alice on virtual interviews.
- Budget: there have been no requests for changes to the Library's proposed budget. The budget will be presented to the Board of Selectmen at the meeting this Thursday.
- There is a problem with the heating coils across the front of the building. There have also been drainage issues.
- We have received updated quotes from Tower Generator for a new generator. Discussion on the practicality of purchasing a generator that will just meet current library needs vs. consideration of future needs, e.g., air conditioning and summer heat, humidity and printed documents, humidity and mold protection, expansion of the meeting room, etc.
- Mac and Alice are due to meet with the First Selectman this week to discuss replacement of three vintage 2013 and 2014 staff computers.
- Alice has been working with Baker and Taylor on a program that accepts weeded books and provides content credit for certain of the more popular titles.
- Plans are being developed for the Summer Reading Program with emphasis on outdoor activities due to Covid-19. Alice is working with the Recreation Department to coordinate activities with the possibility of including a day camp and outdoor movie screenings.
- The Friends are still trying to plan for this year's Plant, Book and Bake sale. To minimize contact they are considering providing a menu that attendees can preorder from. Also under discussion is the practicality of having an outdoor book sale.
- Discussion on the viability of conducting a full scale Library reopening on 4-1-2021 except for the Children's Library which would still need to maintain certain precautions. Decision to submit a request at the Board of Selectmen meeting of 3-16 for a 4-1 reopening.
- A plexiglass shield is still needed for the Children's Library.
- Motion by Mac to accept the Director's Report as presented; unanimous.

Committee reports:

- Art: for the Litchfield Hills Camera Club display we only have a few submissions and are hoping for more
- Finance: no report
- Computer/Technology: meeting with the First Selectman this week.
- Fundraising: planning to issue the fundraising letter in July.
- Building / Property: The next area of concentration is the Children's Libaray
- Governance: no report
- Investments: no report
- Correspondence: no report
- Strategic planning: no report
- Other business:

Motion by Art at 7:42 to adjourn; unanimous.

Next meeting: Monday, 4/5/2021 at 7:00 pm

Respectfully submitted,

Malcolm Beatty

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ON 3-8-2021 AT 8:30 AM
ATTEST NANCY E. ELDRIDGE TOWN CLERK