

HARWINTON PUBLIC LIBRARY

Minutes of the Library Board of Directors Meeting

Monday, January 3, 2022 Hybrid Meeting

The meeting was called to order at 7:09pm by Leslie. Members attending were Art, Betsy, Carol, Debbie, Jamie, Leslie and Paul. Also in attendance was Library Director Alice Freiler and two civics students: Hanna LaBerge and Jaela Black. Absent: Patty and Naomi.

Secretary's Report: Motion to accept the Secretary's Report by Carol; second by Debbie. All in favor.

Treasurer's Report: The Library Grant account is not currently included in the monthly balance reports prepared by the Town Treasurer. Since we are now using this account to handle multiple grants, we will request that it be included going forward. Motion to accept the Treasurer's Report by Leslie; second by Jamie. All in favor.

Director's Report:

- The Budget is on track.
- Spending of the ARPA Grant is complete.
- Alice submitted a revised grant application to the CT State Library replacing the request to reupholster an armchair with a request to purchase 2 portable air purifiers. These will be rotated between the smaller areas of the Library to help keep air circulating during the winter months and hopefully will allow us to offer the Conference Room for use by the public. The revision has been approved by the State Library and the purifiers purchased.
- The Library has been awarded a \$2,975 grant by the Association for Rural & Small Libraries to hold a two-week, town-wide reading event. It can be either in-person or virtual.
- Town Hall has re-instated the Mask Mandate.
- Tax Prep assistance will be available again this year.
- The ILS switch is a go. This is a big undertaking, but the new Apollo system includes many improvements: electronic payment of fines and fees, ability to text, ability to add self-service stations at no cost, vastly improved cataloging and a more user-friendly catalog. Late February or early March is the desired switch date; it must be done by April 1st when TLC, our current system, runs out.
- Library Friends: This Year's Craft Sale was a huge success. Book donations will be suspended in January until warmer weather arrives. The Friends will use this time to reorganize existing stock and clean out the basement.
- Motion to accept the Director's Report: Carol; second by Paul. All in Favor.

Committee Reports:

- Art – The Goshen Star Quilters will hang their show on Saturday. Their work is for display only; no sales.
- Budget – The 2022/2023 budget has been submitted to the fiscal office.
- Computers – N/A
- Fundraising – Several end of year donations have been received. Current total for 2021: \$16,090.
- Property and Building –
 - The mouse problem is being addressed by the custodian. Leslie will send a note to Rosemary Simko to let her know what is being done.

- A vote on flooring bids was included on the agenda of the December 7th meeting of the Board of Selectman. The Library has not seen or reviewed any of the bids or material choices nor a timetable for the work. The item was tabled for further discussion. The lack of communication makes it impossible to secure grant funds to help with the cost. The Library is concerned that the town is underestimating the cost and scope of this project.
- Leslie then raised the issues with the Library's heating/cooling system and questioned which was the higher priority: the floors or the indoor environment. The Library lost 4 days this year due to heating/cooling problems. Alice and Leslie agreed to attend the Board of Selectman meeting on January 4th and voice their concerns.
- Governance – Debbie, Leslie and Paul will be up for re-election at the next Town Meeting. They all indicated their intention to run again.
- Correspondence – N/A
- Other Business – N/A

There being no further business, the meeting was adjourned at 7:45pm. Motion: Debbie; second by Leslie. All in Favor.

Next Meeting: Monday, February 7th, 7:00pm.

Respectfully submitted,

Betsy Booth, Acting Secretary

