

CHAPLIN PUBLIC LIBRARY
Board of Trustees Meeting
Chaplin, Connecticut
Meeting Minutes
April 17, 2017

Chairperson Victor Boomer called the meeting to order at 6:32 PM. Board members present were Alan Burdick, Eunice Edelman, Rebecca Stockdale-Woolley, Priscilla Diwan, Leslie Ricklin and Kelly Pothier. Unable to attend was Board member Bill Jenkins. Others present was Library Director Sandra Horning.

3. APPROVE MINUTES OF PUBLIC HEARING MARCH 20, 2017:

Motion to approve the minutes of the March 20, 2017 Public Hearing, was made by Alan Burdick, seconded by Leslie Ricklin and carried unanimously.

4. APPROVE MINUTES OF MARCH 20, 2017:

Motion to approve the meeting minutes of March 20, 2017, was made by Alan Burdick, seconded by Leslie Ricklin and carried unanimously.

5. ADDITINS TO AGENDA:

Add Bicentennial Discussion to the agenda as Item #7I.

6. CORRESPONDENCE: None

7. REPORTS:

A. Director's Report:

- Circulation for the month of March was 360.
- The Library was open for 18 days with 285 walk-ins at an average of 16 per day.
- The third patron computer was returned but needs parts to update.
- Board of Finance member Cesar Beltran suggested accounting for Petty Cash. A deposit will be made to Special Revenue for anything in excess of \$20.
- The Horizon Wings program had a good turnout with 58 people in attendance. The event was showcased with a picture in the Chronicle along with an article in the Courant by Kitty LeShay.
- Ann Chuk will be having a yard sale in September for all residents in the Historic District and asked the Library to participate and be open for the event.
- Helen Weingart will sponsor a cleanup of the gardens at the Library.
- All town buildings are being rekeyed.
- Inter-Library Loans (state funded) will become active in Chaplin. The driver can leave books in the drop box and will be given a key for access.
- Chaplin Elementary will be bringing PreK students to the Library for a visit on May 1st. Applications for Library cards will be given to the children in advance.

Marty Podskoch will be in Chaplin in August for the CT Author's Trail speaking on work camps in the state forest. Sandra Horning will email all Board members the link for this event.

B. Board Chair Report: No Report

C. Board Members Report:

Eunice Edelman spoke to Kathy Dietrichson regarding serving on the Library Board and invited her to attend the meeting.

8. OLD BUSINESS/NEW BUSINESS:

A. Discuss Children’s Internet Access Policy (CIPA):

A Legal Notice was posted in the Chronicle on Friday, March 31st regarding the Public Hearing for the Children’s Internet Access Policy. CIPA will be notified that the Library Board of Trustees is in compliance with the requirements for this policy.

B. Discuss Vacancies:

A new ordinance will be presented at the upcoming election in November to reduce the number of Library Trustees from 9-6. Eunice Edelman expressed concerns with this ordinance and asked if it could be revised.

C. Sign Replacement:

A representative from Signs of All Kinds measured for the new Library sign. Discussion was held regarding the established date. The William Ross Library was established in 1911 and changed to the Chaplin Public Library that was established in 2000. The permit for the sign has an incorrect date of 2001. Kelly Pothier suggested checking with the Historic District Commission regarding the date. The estimate for the sign including installation is \$1,500 for one side and \$2,500 for two sides. A new estimate will be obtained since the town can do the installation. Alan Burdick suggested asking for donations for the sign.

Motion to post notice on Google Groups seeking donations for new Library Sign, was made by Alan Burdick, seconded by Rebecca Stockdale-Woolley and carried unanimously.

D. Directional Sign: No update

E. Landscape:

A certified landscaper who has insurance will be coming on Sunday for the garden cleanup with Helen Weingart and could potentially be hired by the Library. The landscaper from last year is also interested in servicing the Library this year.

F. Discuss Website:

The First Selectman has approved a website for the Library. Alex Hill is available to setup the website for \$500.

Motion to establish a website for the Library and consult with Alex Hill in developing, was made by Leslie Ricklin, seconded by Alan Burdick and carried unanimously.

G. ACLB Membership:

The Board was presented with an ACLB Handbook from 1993. Leslie Ricklin will follow-up on obtaining an updated copy.

H. Discuss Regular Meetings for Summer:

There will be no meeting held in the month of July 2017.

I. Bicentennial Discussion:

Leslie Ricklin reached out to the Chaplin Elementary School Principal to pursue a school connection to the Bicentennial. She will also reach out to the Principal at Parish Hill.

9. AGENDA ITEMS FOR NEXT MEETING:

- Children’s Internet Access Policy (CIPA)
- Sign Replacement
- Directional Sign
- Landscape
- Discuss website
- ACLB Membership
- Handbook for Board members

10. ADJOURN:

Motion to adjourn (7:51 PM) was made by Alan Burdick, seconded by Rebecca Stockdale-Woolley and carried unanimously.

Minutes will be approved at the next regular meeting.

***Respectfully submitted by Kathleen Scott
Recording Clerk***