

CHAPLIN PUBLIC LIBRARY
Board of Trustees Meeting
Chaplin, Connecticut
Meeting Minutes
April 15, 2019

Chairperson Victor Boomer called the meeting to order at 6:46 PM. Board members present were Eunice Edelman, Diane Cox and Kelly Pothier. Others present was Library Director Sandra Horning. Unable to attend were Board members Leslie Ricklin and Bill Jenkins.

3. APPROVE MINUTES OF MARCH 18, 2018:

Motion to approve the minutes of March 18, 2019, was made by Eunice Edelman with the following correction: Item #6A should read – Maintenance in the budget is over approximately \$5,000 due to well drilling (total cost of approximately \$10,000 will be split with the Senior Center). *The motion was seconded by Diane Cox and carried with one abstention by Diane Cox.*

4. ADDITIONS TO AGENDA: None

5. CORRESPONDENCE: None

6. REPORTS:

A. Director's Report:

- Physical circulation for the month of March was 913, with 518 items checked out. Electronic circulation was 60.
- The Library was open for 16 days with 439 walk-ins at an average of 27 per day. The Library was closed for two snow days.
- The sign board for out front to display events is in the lobby.
- Census data is needed for the Early Literacy Grant.
- There were 60 people in attendance for the Cat Café. There is interest in doing again with kittens and some background on the shelter.
- Safety Paw Patrol was held with the Humane Society with 15 people in attendance. Kitty LeShay brought her dog to the event and will do an article.
- I Spy craft fun will be held on Wednesday, April 17th.
- Quiet Corner Reads announced the author for 2019, Andre Dubus III and his book "The House of Sand and Fog".

B. Board Chair Report: No Report

C. Board Members Report: No Report

7. OLD BUSINESS/NEW BUSINESS:

A. Strategic Planning for the Library

1) Friends of the Library

The Thank You Party was successful with many interested patrons who provided their email to start up Chaplin Friends of the Library. They will be notified through email of an informal organizational meeting to be held on Wednesday, May 22nd at 6:30pm with refreshments.

B. Handicap Access Update:

Public Works will do repairs on the ramp beginning next week.

C. Library Logo Update:

The Board reviewed logos provided by the ECSU graphic arts students and concentrated on the top 5 selected through an independent poll. The Board favorite was a book with a river through the spine (representing the Natchaug River). The drawing will be returned to the student to ask for some minor adjustments including removing the hands and a change of color.

D. FY 2019-20 Budget:

Sandra Horning attended the Chaplin Public Hearing. There were no questions regarding the Library budget.

E. Update on Cupboard (Ross Library): No Update

F. Chaplin Library's Board of Trustees – Performance Review:

Each Board member completed a Performance Review for the Library Director and submitted them to Victor Boomer for compilation into one form.

G. Executive Session:

Motion to enter into Executive Session (7:45 PM) for the purpose of discussing Chaplin Library Board of Trustees Performance Review, was made by Diane Cox, seconded by Kelly Pothier and carried unanimously.

The Board came out of Executive Session at 7:57 PM.

Motion to accept Chaplin Board of Trustees Performance Evaluation as presented, was made by Diane Cox, seconded by Eunice Edelman and carried unanimously.

8. AGENDA ITEMS FOR NEXT MEETING:

- Strategic Planning for the Library
 - 1) Friends of the Library
- Handicap Access Update
- Library Logo Update
- FY 2019-20 Budget
- Update on Cupboard (Ross Library)
- Arnold Price Scholarship
- Board of Selectmen Performance Review
- Executive Session

9. ADJOURN:

Motion to adjourn (8:04 PM) was made by Kelly Pothier, seconded by Victor Boomer and carried unanimously.

Minutes will be approved at the next regular meeting.

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