

CHAPLIN PUBLIC LIBRARY
Board of Trustees Meeting
Chaplin, Connecticut
Meeting Minutes
April 18, 2022

Chairperson Victor Boomer called the meeting to order at 6:31 PM. Board members present were Diane Cox, Leslie Ricklin, Brian Cohen and Jeanette Haines. Also present was Library Director Sandra Horning. Unable to attend was Board member Bill Jenkins.

3. APPROVE MINUTES OF MARCH 21, 2022:

Motion to approve the regular meeting minutes from March 21, 2022, was made by Jeanette Haines with the following correction: Item #7a – correct spelling of Kaitlyn Mosley. *The motion was seconded by Leslie Ricklin and carried unanimously.*

4. ADDITIONS TO AGENDA:

Motion to add to agenda Item #8f - Float, was made by Diane Cox, seconded by Brian Cohen and carried unanimously.

5. AUDIENCE FOR CITIZENS: None

6. CORRESPONDENCE: None

7. REPORTS:

a. Director's Report:

- There was a total of 509 people for March (includes 1 curbside). The library was open 17 days with an average of 30 people per day. Circulation was 895 with 475 items checked out and 68 electronic checkouts. About 152 people attended programs (most In-person) including two Bicentennial Talks (posted recordings).
- Building Maintenance over by \$1,701, Propane over by \$2,465 (Senior Center also over).
- The library was awarded \$4,571 for the Fiber to the Library Communications Grant (an IT Assistance Assessment to determine if any updates needed for CEN supported sites).
- The Ridgefield Library hosted an event for new Poet Laureates (Adelaide Northrup attended).
- All tickets sold for QC Reads author event – book discussion will be held on April 25th at 6pm.
- The Passport to CT Libraries is happening this month with 25 people visiting so far.
- Spring Break vacation activities this week: Lego Fun (today), Rock Painting on April 18th at 10:30am and Riverside Reptiles with Dragons on April 23rd in the Senior Center.
- The 5th Anniversary of the Cookbook Club will be held on May 23rd at 6:30pm (hoping for in-person).
- Will be attending the CT Library Association Conference in Hartford on May 3rd.

b. Members Report: No Report

c. Chair Report:

There was a lot of discussion with the Board of Finance regarding moving building maintenance into one line item (library will be responsible for their own building maintenance line). They also discussed what was allowed for salaries and budget requests with projected increase of 2 mills. Sandy Horning asked about the survey that went out on how to spend ARPA funding that included Heating System Upgrade for the library (sent out by the Board of Selectmen with April 17th deadline).

8. OLD BUSINESS/NEW BUSINESS:

a. Friends of the Library Update:

Diane Cox presented update from the Friends of the Library:

- Ten people have signed up for the field trip to JP Morgan Library in New York City on May 5th.
- The Books on Wheels program was publicized including flyers sent out with meal deliveries.
- Chaplin Newsletter designed by Lisa Nadile is waiting for updates.
- Books will not be sold on eBay.
- Lisa Kegler is working on a Friends banner.
- A table will be setup at the Senior Center Plant Sale on May 7th with the banner, membership flyers (membership costs \$10 year) and books for sale.
- Will post Friends meetings on the Calendar in the Chronicle (next meeting is April 20th at 2:30pm).
- Refreshments were provided at the April 2nd Bicentennial Talk by Leslie Ricklin.

b. Speaker Programs:

- The next Bicentennial Talk is Quilts from Ruth Snow Bowen by Kathy Smith.
- Looking at a program with the Senior Center on Saving Seeds and possibly starting a Seed Library (reached out to UCONN).

c. Landscaping:

Lines in the parking lot for the library and Senior Center will be repainted this month.

d. Budget Update:

The BOF Budget Public Hearing will be held on April 25th at the Senior Center. The Annual Town Meeting will be held on May 9th.

e. Discuss Up Coming Performance Review for the Library Director:

Performance Reviews will be sent out to Board members shortly. Victor Boomer suggested identifying an item that stands out above everything else. Jeanette Haines encourages backing up grading with comments that support it.

f. Float:

Leslie Ricklin suggested the library have a float for the Bicentennial Parade using an old pickup truck with “Chaplin Library Bookmobile” on each side and a Friends member reading to some children in the back. The Friends of the Library could take charge of this project (add to their next agenda) and could walk in the parade with the banner. Victor Boomer suggested an old tractor with a trailer if a pickup truck can’t be found.

9. AGENDA ITEMS FOR NEXT MEETING:

- Items from the current agenda
- Executive Session
- Alternate

10. ADJOURN:

Motion to adjourn (7:15 PM) was made by Leslie Ricklin, seconded by Brian Cohen and carried unanimously.

Minutes will be approved at the next regular meeting.

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