

CHAPLIN PUBLIC LIBRARY
Board of Trustees Ad-hoc Committee for Poet Laureate
Chaplin, Connecticut
Meeting Minutes
January 6, 2021

Chairperson Adele Swart called the meeting to order at 2:00 PM.
Committee members present were Diane Cox and Jeanette Haines.

3. Additions to agenda: approval of minutes for December 2, 2020 meeting. Motion to approve minutes was made by Diane Cox, seconded by Jeanette Haines and carried unanimously.

4. Audience for Citizens: none

5. New Business

a. Review of the flyer to promote Poet Laureate: no changes recommended

b. Promotion of the Poet Laureate position.

Committee made list of places to promote the position.

Committee members each took responsibility for a portion of the list.

c. Determine the process to evaluate applications.

Library director will receive applications and distribute to the committee.

Committee developed a ten point rubric to evaluate submissions

7 points: submission of original piece of poetry

2 points: current or former Chaplin resident

1 point: offers to promote poetry in Chaplin library or schools

Committee will recommend semi-finalists to the Board of Trustees.

d. Agenda items for next meeting.

Review status of responses to first promotion.

Discuss reminder push to solicit additional applicants.

6. Motion to adjourn at 2:40 PM made by Jeanette, seconded by Diane, all approved.

Next meeting: February 24, 2021 at 2:00 PM

Submitted by Jeanette Haines