

**CHAPLIN PUBLIC LIBRARY Board of Trustees Meeting Chaplin, Connecticut
Meeting Minutes November 21, 2022**

- 1. Chairperson Victor Boomer called the meeting to order at 6:34 PM.**
- 2. Board members present were Diane Cox, Leslie Ricklin, Brian Cohen, Jeanette Haines and Alternate Adele Swart. Also present was Library Director Sandra Horning. Unable to attend was Board member Bill Jenkins.**
- 3. APPOINT ALTERNATE MEMBER: Alternate Adele Swart was seated for Board member Bill Jenkins.**
- 4. APPROVE MINUTES OF October 17,2022:**

Motion to approve the regular meeting minutes from August 15, 2022, made by Brian Cohen, seconded by Jeanette Haines and carried unanimously.
- 5. ADDITIONS TO AGENDA: None**
- 6. AUDIENCE FOR CITIZENS: None**
- 7. CORRESPONDENCE: Sandy circulated the Fall newsletter of the Ct. Library Boards Newsletter. She received notice that there are grants available (\$10,000, \$20,000) for rural communities from the Libraries Transforming Communities. Sandy will research options for Chaplin.**

The Association of CT Library Boards newsletter had an article about the Right to Read. Jeanette asked if the Board of Selectmen knew the library policy about book challenges and what their response would be if there were a challenge brought to them. Leslie suggested the Board of Selectmen be informed of the Library's right to Read policy. Victor moved that the Chair send the policy to the Board of Selectmen in an email with the form for a book challenge included. The motion was seconded by Adele and passed unanimously.
- 8. REPORTS**
 - a. Director's Report:**

October – a total of 489 people in-person and 2 curbside, open 17days (average of 27 people per day). Circulation – 749 with 372 items checked out and 97 electronic checkouts. 150 people attended in-person events.

- Sandy completed the library report to the state with 15 pages of detailed entered into EXCEL format.
- -Building Maintenance issues – The entrance pillars are peeling. Sandy has a quote of \$400 for repainting which will be completed in the spring. The propane company informed Sandy that the tank needs to be replaced. Dave Stone assumes that there will be no cost to the library because the propane company owns the tanks. She has been assured that there will be heat during work on the project. There is a significant leak in the roof when there is heavy rain. The solar panel company is responsible to fix it at no cost. The gutters have been replaced. Sandy has added a ukulele and bag to the Library of Things.

There was also discussion about the use of the community room. Brian reported that the town policy requires any group using the Community room or the Library meeting room to have a paid town employee present or have a certificate of insurance. Leslie expressed concern that citizens don't have access to town property without prohibitive costs.

Sandy attended the First School Readiness Meeting with the goal of using libraries to get kids more involved.

The library will sponsor book chat on Dec. 9, Cookbook Club on Dec. 14 and a New Year craft for children on Dec. 31.

Former Trustee Eunice Edelman's husband has passed; a card will be sent to her.

b. Members Report:

Jeanette will present the Ad Hoc Salary Study Committee report to the Board of Selectmen on Thursday, December 1. There is an opportunity early in the agenda for citizens to speak in favor of the proposal. Board members are encouraged to attend or to send a letter of support.

c. Chair Report: No Report

9. OLD BUSINESS/NEW BUSINESS:

a. Speaker Programs: Sandy received an excellent recommendation from a Hamden librarian for a speaker and award winning author , a child of Holocaust survivors who talks about how the trauma travels through generations. This program would coordinate with the Hochberg books on display. Leslie suggested it might be of interest to PHRHS students who read Night. Brian offered to film the program for Public access TV if the speaker would allow.

b. Friends of the Library Update:

Bruce Raymond donated his poster “Doors of Chaplin” as a fundraiser for the Friends. They are available for \$20.

There will be an exhibit of Terese Ridgeway’s weavings on Jan 27, 2023 with a snow date of Feb. 3. The exhibit is currently at the Windham Textile Museum. There will also be a membership drive with an Open House scheduled to be held concurrently with the Ridgeway exhibit.

The Friends hosted fundraiser tour of the Isabella Stewart Gardner Museum in Boston. Although the tour and museum were exceptional, one of our guests experienced a medical emergency. Our librarian rushed her through rush hour traffic in Boston, down the Mass Pike to the Putnam hospital where she underwent emergency surgery.

c. Budget Update: The budget looks good for now but does not reflect winter fuel costs. Dave Stone will be asked for an estimate of heating for 2022-23. Victor said the Selectmen are moving forward with bids to replace the heating problems.

The T-Mobile grant for 3 free hot spots has expired. It would be \$88.75/month to renew all three. Sandy will likely get one hot spot for \$30/month with unlimited data. She said people who work from home and lose their internet service frequently borrow the device.

d. Election of Officers

Victor offered to again Chair the Board. Brian made a motion to nominate Victor, seconded by Diane. It passed unanimously. Jeanette said she would be willing to continue as Vice Chair. Adele nominated and Leslie seconded the motion which passed unanimously. Leslie asked

that the political parties screen candidates who run for the Board of Trustees and that they be made aware of the responsibilities which are in the Bylaws. The next election will be in November, 2023.

e. Set Library Board Regular Meeting Dates 2023

Victor presented a calendar with meeting dates in red font and a list of the dates. All meetings will begin at 6:30. The dates are:

Jan. 23, 2023
Feb. 27, 2023
Mar 20, 2023
Apr. 17, 2023
May 15, 2023
June 19, 2023
July 17, 2023
Aug. 21, 2023
Sept. 18, 2023
Oct 16, 2023
Nov. 20, 2023
Dec. 18, 2023

Diane made a motion to accept the dates as presented; Leslie seconded the motion which passed unanimously.

f. Discuss progress on security camera

Sandy has ordered a Blink security camera and the Senior Center plans on adding one to their property. This model uses a memory stick or could be kept on the cloud for a \$10/month subscription fee. Rick Nichols has volunteered to install it at no cost.

10.AGENDA ITEMS FOR NEXT MEETING

There is no need to add election of Officers or the meeting calendar.

11.ADJOURN

The motion to adjourn at 7:50 was made by Jeanette and seconded by Brian. The motion passed unanimously.

Submitted by Adele D. Swart

