

CHAPLIN PUBLIC LIBRARY
Board of Trustees Meeting
Chaplin, Connecticut
Meeting Minutes
January 27, 2020

Chairperson Victor Boomer called the meeting to order at 6:28 PM. Board members present were Diane Cox, Leslie Ricklin and Jeanette Haines. Others present was Library Director Sandra Horning. Unable to attend were Board members Eunice Edelman and Bill Jenkins.

3. APPROVE MINUTES OF DECEMBER 16, 2019:

Motion to approve the minutes of December 16, 2019, was made by Leslie Ricklin, seconded by Jeannette Haines and carried unanimously.

4. ADDITIONS TO AGENDA:

Motion to add to agenda Audience for Citizens as Item #5 and move the rest of the Items down, was made by Leslie Ricklin, seconded by Jeannette Haines and carried unanimously.

5. AUDIENCE FOR CITIZENS:

Brian Cohen presented his background with a focus on expression through Art ("The Gallery" in the East Brook Mall that showcases work of art groups and students) and is interested in serving on the Library Board. It was suggested Mr. Cohen join the Friends of the Library and Bicentennial Committee.

6. CORRESPONDENCE:

- A letter was received from the Association of Connecticut Library Boards regarding membership renewal.
Motion to renew ACLB membership, was made by Jeannette Haines, seconded by Leslie Ricklin and carried unanimously.
- A note was received from the Mahjong group thanking the Board for use of the meeting room and included a donation of \$100.

7. REPORTS:

A. Director's Report:

- Physical circulation for the month of December was 733, with 384 items checked out. Electronic checkouts were 45.
- The Library was open for 16 days with 341 walk-ins at an average of 21 per day.
- All computers have been updated to Windows 10.
- The American Savings Foundation advised to switch the grant to an online community grant.
- Victoria covered the holiday hours and will cover the Take Your Child to the Library program that will be held on February 8th. There will be Legos and Valentine cookie decorating.
- There was a good turnout for the Cookbook Club and Bees programs with 20 people in attendance at each event.
- Dr. Seuss Day with a free book and a movie will be held on March 14th.
- The State Passport program will begin in April.
- Programs are being developed for the spring break in April.
- Aprons with the new logo and magnetic clips for the Passport program have been ordered.
- The Library will be closed on February 12th and February 17th for President's birthdays.

B. Board Chair Report: No Report

C. Board Members Report:

Jeanette Haines spoke to the Town Attorney regarding elected members not attending their respective Board meetings who confirmed that there is no recourse. Other small towns appoint their officials.

Leslie Ricklin reported on the Bicentennial Committee. Members include Leslie Ricklin (Chair), Warren Church (Vice-Chair), Ann Sicilian, Dave Shenker, Bob Grindle, Bill Rose and Dick Weingart. The graphics design class at ECSU will redesign the town logo for the Bicentennial as a class project.

8. OLD BUSINESS/NEW BUSINESS:

A. Strategic Planning for the Library

1) Friends of the Library

The Board was presented with minutes from the last Friends of the Library meeting with 14 members present. Discussion was held regarding the structure of the group and planning for future events. The next meeting will be held during the day.

B. Handicap Access Update:

The bottom of the ramp still needs repair. Victor Boomer suggested changing the door mechanism to make it easier to open and have a locksmith look at the door for some ideas to make it more functional. Sandra Horning reported that key fobs are being installed at the Senior Center and will check with the Town Hall to see if possible to do the same for the Library.

C. Update on Cupboard (Ross Library):

Leslie Ricklin and Victor Boomer wrote a letter to the Board of Selectmen regarding the Cupboard (Ross Library). It will be restored in the spring and moved to the Library for display.

D. Speaker Programs:

Upcoming programs include the following:

- Genealogy in April by the Killingly Librarian (tentative date of April 27th)
- National Wildlife on Bears on May 13th at 6:30pm
- CT Author Trail (an author needs to be selected by March) - two possible selections are "Birder on Berry Lane" by Robert Tougias and "A Garden Miscellany" by Suzanne Staubach

E. Chaplin Library Board Budget for 2020-2021:

The Board was presented with the Chaplin Library FY2020-21 budget with a small overall increase. ***Motion to accept the FY 2020-21 Chaplin Library Budget, was made by Diane Cox, seconded by Jeanette Haines and carried unanimously.***

9. AGENDA ITEMS FOR NEXT MEETING:

- Audience for Citizens

10. ADJOURN:

Motion to adjourn (8:00 PM) was made by Leslie Ricklin, seconded by Jeannette Haines and carried unanimously.

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