

CHAPLIN PUBLIC LIBRARY
Board of Trustees Meeting
Chaplin, Connecticut
Special Meeting Minutes
August 24, 2020

Chairperson Victor Boomer called the meeting to order at 6:30 PM. Board members present were Adele Swart, Diane Cox, Leslie Ricklin and Jeanette Haines. Others present was Library Director Sandra Horning. Unable to attend was Board member Bill Jenkins.

3. APPROVE SPECIAL MINUTES OF JULY 13, 2020:

Motion to approve the special meeting minutes from July 13, 2020, was made by Jeanette Haines, seconded by Diane Cox and carried unanimously.

4. CORRESPONDENCE:

An email was received from K.C. Carrancio regarding grants for local tourism and asking about any interest in attending monthly meetings for the Eastern Region Tourism District combined with the Regional Marketing Partnership program. Sandra Horning suggested the Bicentennial Arboretum.

5. REPORTS:

A. Director's Report:

- Curbside service for the month of July was 80 people, open 13 days at an average of 6 people per day. Circulation was 478, with 231 items checked out. Electronic checkouts were 110.
- All receipts are in for the FY 2019-20 budget with a surplus of \$5,590 (\$2,726 for Electricity, \$611 for Propane, \$607 Books – stopped shipping based on invoice).
- As of August 19th, 65% of Libraries are open and 94% have staff in their building.
- The Chaplin Library opened on Monday, August 10th. One of the staff computers died right after the storm and power outage. Brian from the town was able to get the computer running temporarily. A replacement has been ordered in addition to a new laptop for the Director to replace old model.
- Summer Reading is officially over with not much turnout (many families did not return).
- PreK Story Time will be held at the Garrison Pavilion beginning September 9th.
- The Zoom Tea Time Book Chat was delayed due to the power outage. The next Tea Time will be held on September 11th at the Garrison Pavilion.
- The Ukulele Group will meet at the Garrison Pavilion as well.

6. OLD BUSINESS/NEW BUSINESS:

A. Speaker Programs:

- A virtual program will be held with Paul Colburn on September 16th at 3pm on Black Bears natural history in CT, overview of their habitat and diet, and recommendation for coexistence with the Black Bear population.
- QC Reads is working on a virtual program on mystery writers with no date set yet.
- The Board was asked to consider virtual cooking demonstrations or virtual cocktail hours that are being done by other Libraries. Adele Swart suggested having a theme and bringing samples to discuss but not able to share. Jeanette Haines suggested holding a virtual cocktail hour

with attendees inviting their family to their homes to share appetizers. Sandra Horning will reach out to the Cookbook Club for interest.

- The CT Historical Society is offering virtual programs for approximately \$200 including: CT WW I Tavern Life, Beyond Amistad – black history in CT, and Witches in CT that could be held in October or November.
- Adele Swart suggested a virtual program from Toy House for \$150.
- The Author Trail showcased author Robert Tougias in his 1st virtual program attended by 11 people.

B. Landscaping:

The landscaper has signed up for another year and will be back in the fall. Leslie Ricklin asked about plantings and suggested mums. Jeanette Haines suggested planting asters. Sandra Horning will follow up with the landscaper.

C. Handicap Access Update: No update

D. Discuss Reopening of the Library:

The Library reopening went well with not many families returning. The curbside service is still going on with a drop in use. Victor Boomer suggested the drop-off may be due to families taking end-of-summer vacations. Sandra Horning suggested that families may be stressed with schools reopening soon. People are being respectful and wearing masks (there are extra masks available if needed). Doors and bathroom faucets are being wiped down with alcohol wipes and computers are wiped down after each use. The Library is professionally cleaned between Wednesday and Friday. Saturday hours will be added for September and October beginning the week after Labor Day. Each of the staff members will cover two Saturdays each.

E. Discuss the role of a Poet Laureate:

Adele Swart and Jeanette Haines presented information from the CT Association of Poet Laureates. The following are Poet Laureates from nearby towns: Dan Donaghy in Willimantic, Peggy Shea in Vernon. Diane Cox reported there is a new Poet Laureate in Bolton. Peggy Shea is involved in many activities including: school outreach, poetry readings, and poetry workshops. She suggested contacting Rockville Library Director Jennifer Johnston who initiated the position. Sandra Horning suggested posting flyers and a notice in Google Groups for anyone interested in the position. Adele Swart suggested promoting through the schools and possibly having a junior Poet Laureate. Jeanette Haines suggested reaching out to English teachers for students to submit written poems for public reading. Diane Cox suggested activities for adults. A proposal will need to be developed and presented to the Board of Selectmen for approval. Leslie Ricklin would like to see an ode to commemorate the Bicentennial and suggested using description from the town of Vernon. Adele Swart and Jeanette will draft a proposal for the Board to review.

F. Discuss the Town's policy on racism:

Sandra Horning contacted the First Selectman regarding a Town Racism Policy. The Library was asked to submit a letter to the Board of Selectmen with the desire of a Racism Policy with suggested content and support for why it is needed. Diane Cox suggested using statement adopted by the Association of State Library Boards. Leslie Ricklin suggested the following to support why it is needed: the Library supports the position from the State Library, it reflects what is going on today in America, and it may impact book selection. Diane Cox will draft a letter for the Board to review.

7. AGENDA ITEMS FOR NEXT MEETING:

- Speaker Programs
- Landscaping
- Handicap Access
- Library Reopening
- Role of Poet Laureate
- Racism Policy

8. ADJOURN:

Motion to adjourn (7:24 PM) was made by Leslie Ricklin, seconded by Jeanette Haines and carried unanimously.

Minutes will be approved at the next regular meeting.

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