

LIBRARY BOARD OF TRUSTEES
Library Meeting Room
Chaplin, Connecticut
Regular Meeting Minutes
September 15, 2025

Chairperson Leslie Ricklin called the meeting to order at 6:31 PM. Board members present: Adele Swart, Diane Sanchez, Diana Alvarez, Alternate Joyce St. Lawrence. Also present: Interim Library Director Lisa Nadile. Absent: Jeanette Haines, Bill Jenkins.

Alternate Joyce St. Lawrence seated for Jeanette Haines.

3. APPROVAL OF AUGUST 18, 2025 MINUTES:

Motion to approve August 18, 2025 regular meeting minutes, made by Adele Swart, seconded by Diane Sanchez and carried unanimously.

4. AUDIENCE FOR CITIZENS: None

5. ADDITIONS TO THE AGENDA: None

6. CORRESPONDENCE:

Card with picture of National Library of Scotland (visited) received from Sandy Horning thanking the Board for a wonderful sendoff.

7. REPORTS:

A. Director's Report:

August – 586 people in-person (open 18 days with average of 32 people per day). Circulation – 844 (422 items checked out, 239 electronic checkouts). About 331 people attended in-person events (Ice-Cream Social – 150). 92 Chaplin users, 30 from other towns. Diane Sanchez asked what brings people from other towns here (not crowded to use computer, quiet for studying, come over from Senior Center, to use Disc Golf course, for Town events such as Chaplin Day).

- New phone system installed – can dial extensions to Town Hall.
- New Library Policies finally complete.
- 1st two weeks as Interim Library Director have been wonderful.
- Helped Friends at Chaplin Day booth (easels and 3 prizes for closest guess to number of books in library - 20,663).
- Anne Sicilian doing Story Time (getting lots of boys).
- Next Book Chat September 19th from 3-4pm.
- Next Cookbook Club October 15th with Mexico's Day of the Dead theme.
- Will Hooper talk on Putting Garden to Bed for Winter/Prepare for Spring on Sept. 27th from 10-12pm.
- Reworked layout of museum passes on website.
- People came in to use Wi-fi Friday afternoon with outage.
- Added 3 new library cards this week.

B. Board Chair's Report: None

C. Board Members' Report: None

8. OLD/NEW BUSINESS:

A. Action on updated Statutorily Required Library Policies:

Email received from Sandy Horning regarding new statutorily required policies from State Library.

Motion to adopt Collection Development and Maintenance Policy, Material Review and Reconsideration Policy, Request for Reconsideration of Material Form, Special Displays and Exhibits Policy, Programming Policy in accordance with statutory requirements for CT Public Libraries (Public Act 25-168, 322, 323), made by Adele Swart, seconded by Diana Alvarez and carried unanimously.

B. Friends of the Library update:

- Hosted Poet Laureate reception for Victoria Northrop (37 people attended including Selectman James Harrington representing the Town). Outgoing Poet Laureate Adelaide Northrop honored with year membership to Friends.
- Celebrated Sandy Horning's trip to Scotland with Open House and donation in her name to National Library of Scotland.
- Elves (Ann Sicilian & Diane Sanchez) cleaned up 3 closets in Meeting Room (lots of toys, dolls, crafts and paint supplies – organized into donated case of drawers) – nice job.
- Diane Sanchez and Sally Zimmerman put together for Saturday – bulletin picture board with lots of photos from town events (including talks and car show) to donate to the library and contest to guess number of books in the library (3 prizes - Legos).
- Thanks to Leslie Ricklin for being steward of the Little Free Library.

C. Speaker Programs/Events:

Seed Collection & Plant Swap October 4th 10am-12pm, National Parks talk by Richard Benfield October 8th. Woman who did virtual cooking class last year would like to come back. Ann Chuk asked if Ukelele Group can perform under the tent with donation box for World Kitchen (waiting for date - Angie suggested early December).

D. Book Chat Organization:

Leslie Ricklin would like to have formal organization of Book Chat notes (Adele suggested everyone write their name with book name and author to scan instead of retyping – can send out as pdf or word file).

9. ITEMS FOR NEXT AGENDA: October 20, 2025

Lisa Nadile would like to do tutorial on how to use Libby and eBooks (if people start using, can buy licenses for more copies).

- Items from current agenda
- Book Chat System

10. ADJOURN:

Motion to adjourn (7:11 PM) made by Diane Sanchez, seconded by Joyce St. Lawrence and carried unanimously.

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