

BURLINGTON PUBLIC LIBRARY BOARD OF LIBRARY DIRECTORS
SPECIAL MEETING MINUTES
Tuesday, September 6, 2022 – 7:30 PM
Anne Walluk Community Room

Attendance: Sandy Mazeau, Sandy Hierl, Kevin Mullen, Craig Winter, Danny Cooper, Jodi Papazian, Jodi Kryzanski

Absent: Tricia Galvin, Debbie Fields, Jenn Cavallari

Meeting Called to Order: 7:30 pm

PUBLIC COMMENT: None

APPROVAL OF MEETING MINUTES FROM JUNE 7, 2022

Correct spelling of Hierl, New Business - Rebecca Furer (not Jenn)

Craig Winter motion to approve, Seconded by Sandy Hierl

CORRESPONDENCE: None

ONGOING BUSINESS

- a. FRIENDS OF THE LIBRARY - Budget slightly ahead of last year's number at this time, September meeting - Wednesday, September 14
- b. Meet and Greet scheduled for Saturday, September 24

NEW BUSINESS

a. POLICY REVIEW – ANIMALS IN BUILDING

Jodi Papazian proposed creating a policy regarding the circumstances when animals would or would not be allowed in the building. Action: Jodi P. will research language used in other Burlington town buildings, other public libraries and with the state library association and present options for review, discussion and potential approval.

b. POLICY REVIEW – CHALLENGE OF MATERIALS/PURCHASE OF MATERIALS

Upon any request of removal of materials, the process outlined in Library policy will be followed and the final decision will be made by the Board of Library Directors.

c. LIBRARY FUNDS - The Board is requesting a statement in writing from the Town of Burlington that the funds that are collected from fines and replacement of damaged materials are used exclusively for purchases that fulfill needs for the library (i.e., book replacement, craft supplies)

BOARD REPORT

DIRECTOR'S REPORT

- a. LIBRARY STATISTICS

April collaborated with Parks and Recreation and did weekly visits to the Foote Road Camp to extend book borrowing services to campers. Library card applications have continued to be strong,

Novus recommended, and the library has contracted with, to use external storage (Cloud) to serve as a backup for the server at a cost of \$200 month in addition to the current monthly service fee

b. BUDGET REPORT - Currently 15% expended

c. UPCOMING NEWS/EVENTS

d. BUILDING REPORT - Waiting on the replacement timer (TRANE), Replacement lights necessary in the community room, cost for 7 \$1600, requesting a quote for the replacement of all lights to a flat panel lights for the entire room.

e. STATE LIBRARY REPORT - submitted by September 1, 2022 well ahead of deadline. Request was made to share this report with the BOLD members, as well as the town.

NEW BUSINESS

A proposal to change the start time of monthly Board of Library Meetings from 7:30 to 7:00. Members will consider the impact of this proposed change and the committee will vote in October.

ADJOURNMENT: Motion to adjourn Sandy Hierl, seconded by Danny Cooper 8:36 pm

NEXT MEETING IS SCHEDULED FOR TUESDAY, OCTOBER 4, 2022 AT 7:30 PM

Minutes submitted by Jodi Kryzanski