

Burlington Public Library Board of Library Directors
Meeting Minutes
Tuesday November 1, 2022 - 7:30 PM

Attendance: Sandy Mazeau, Sandy Hierl, Craig Winter, Danny Cooper, Tricia Galvin, Debbie Fields, Jenn Cavallari, Jodi Papazian

Absent: Kevin Mullen and Jodi Kryzanski

Meeting called to order at 7:30pm

Public Comment: none

Approval of meeting minutes from October 4th

Motion to approve, Tricia Galvin, Seconded by Craig Winter

Correspondence: none

Ongoing Business:

Reminder that next meeting is Dec. 6th at new time of 7pm.

Friends of the Library:

- Added a new life member.
- Donations and fundraising are doing well. Book sale is this weekend, Nov 4th and 5th.
- Pumpkin Pageant was well attended and brought in \$479 with about 80 in attendance.
- Sandy has filed the grant request with the town to use ARPA grant funds to restore the money market/reserve fund the Friends used to help with library needs during COVID. \$3,000.00 in total.
- Annual meeting is next Wed night at 6:30

New Business:

Slate of officers was voted on and approved.

Motion to approve, Debbie Fields, seconded by Danny Cooper

President: Sandy Mazeau

Vice President: Sandy Hierl

Treasurer: Craig Winter

Secretary: Jodi Kryzanski

Director's Report:

- In order to help alleviate long waits for books /audio not available to our Burlington patrons, Jodi is looking into purchasing some items for the Overdrive book collection . We do not contribute within this consortium right now, and it would be a good use of the money that was previously going toward Novelist, which was about \$900. Creative Bug is not going to be pursued at this time due to the need for Overdrive collection items.
- Program attendance remained strong through this last month. Pictures and updates were shared about our Pumpkin Pageant. Many positive comments. NHS volunteers were also helpful at this event.
- The adult services librarian position has been posted. Jodi is lining up approximately 5 interviews from the current pool next week and will update next month.
- Budget notes: the cost of new books is on the rise.
- Driveway sign: Jodi met with Doug to discuss further , per Doug- the money was approved but it does not have to be digital. She is working on new sign proposals, and

also talking to the town to see if they can help with the install to help keep the cost down. She will be in contact with Planning and Zoning to make sure that they are in the loop with this project. Likely to be done in the spring.

- A motion was made and approved to draft a new policy regarding late fines/fees as a means to increase our current lending population, and welcome back some of our patrons whose cards expired who may have fines left on their accounts. Since our last meeting, the number of libraries being fine free continues to rise, the current is 113 in our consortium out of 176. Last month the board had requested more information about how much money we collect from fines. After hearing Jodi's detailed report on how much money was collected going as far back as she could to records in 2017 we surmised that the amount of money collected is less than \$1000 in a year's time. Jodi will draft a new policy for our review as well as a letter /social media announcements that will be rolling out in the new year.
- Jodi has reached out to Region 10 to set up a meeting regarding a bus stop at Library Lane.

Upcoming News/Events:

- Great fall programs coming up! Ex: British bake off and calligraphy! See the website for more information. It was noted that April and Jordan are collaborating to meet the need for parent requests of more programs for grades 3, 4 and 5.
- Jodi is still doing her former job of Adult programs and her new role of Library Director. Adult programs. December programs have been booked per Jodi. January will be done if new person is not hired by December.

Building Report:

- Hartford Boiler: Larry will get back to her re: the certificate.
- Heat is on, no issues so far.
- Firebox had to get four new special batteries installed.
- Landscaping - she is contacting snow removal to make sure handicapped spots are done well.

Library Stats:

- Children and Teen programs continue to do well.
- Online services are up

Budget Report:

On track 31% expended

Adjournment: 8:17 PM