

**Burlington Public Library Board of Director's Meeting Minutes**  
**October 1, 2024, 7:00 pm**

**Attendees:** Jodi Papazian, Teri Beck, Sandy Hierl, Sarah McCusker, Mary Art, Sanford Mazeau, Jenn Cavallari, and Daniel Cooper. Absent: Craig Winter and Debbie Fields

**1. Call to Order 7:00 pm**

**2. Public Comment:**

*Danny Cooper – 21 Stanwich Lane, Burlington: inquiries regarding Library of Things and donation to the Teen department.*

**3. Approval of Minutes:** Approved by Mary Art and seconded by Sandy Hierl

**4. Correspondence:**

A patron came in to give a verbal compliment for Jasmine Chabot regarding the excellent customer service he received at the library when he needed assistance.

Received notice from Eversource regarding repayment of a loan from 2021 for upgrades to LED lighting throughout the building. Due to an error by Eversource, they never began collecting repayment. They will now be adding \$299 to each monthly bill for the next 48 months. A question was brought up about Building Fund money. Jodi will inquire.

**5. Ongoing Business:**

**a. Friends of the Library**

- Income balance is ahead of budget with generous donations from donors, Memorial contributions and a grant from the Main Street Community Fund.
- Fall book sale will be on October 18 and 19<sup>th</sup>. Volunteers still needed to help with the sale.
- The Edgar Allan Poe event was a great evening and well attended with more than 60 attendees.
- A pop-up Christmas shop is being planned.

**b. Charging Station**

- The Sales Rep from the charging station company states that the chargers are 9 years old and obsolete costing over \$10000 to replace and install payment stations. One of the 2 chargers currently is broken. It has been determined that it is not cost-effective to have the charging station and around November 1<sup>st</sup> the stations will no longer be available. Jodi will talk to Scott about removing the chargers.

**c. Library of Things Policy**

- It has been decided that the library does not need to make a policy at this time. Checkouts will fall under the general Circulation Policy. A policy may be written should the Library of Things obtain items of great expense or that may cause potential harm if not used properly.

**6. New Business:**

**a. Landscaping**

- The librarians and Garden Club can no longer maintain the weeding around the library. It has been suggested to put grass or stone that way the Town will take care of the maintenance. Jodi will talk to Scott.

**7. Director's Report:**

**a. Library Statistics:**

- Monthly statistics were reviewed.
- The stats for the programs increased this month with the adult and teen programs. Children's programs began on October 1<sup>st</sup> but registrations for programs are already at or nearing capacity.
- Library card registrations were low. This year, the library was unable to host a Library Card Sign-Up Night with the Lake Garda principal. They will look to reach out to the schools to see if one can be done in the future. Several residents signed up for library cards during Tavern Day.

**b. Budget:**

- Budget reviewed and on target.

c. **Building Report:**

- An electrician will be coming in to give a timeline for the lighting upgrade project.
- Trane has winterized the units.

d. **Upcoming News and Events:**

- The Pumpkin Pageant is October 24, and the library is asking for donations of candy for this event. There are also volunteer opportunities available which can be found on the Friends website.

8. Adjournment: 8:04pm

**Next meeting will be November 5, 2024, at 7:00 pm**

**Submitted by Teri Beck**