

# Burlington Public Library Board of Director's Meeting Minutes

## December 3, 2024, 7:00pm

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

### 1. Call to Order 7:00 PM

### 2. Public Comment: None

### 3. Approval of Minutes: Approved by Debbie Fields and seconded by Craig Winter

### 4. Correspondence: None

### 5. Ongoing Business:

- **Friends of the Library**
  - Income balance is ahead of budget with generous donations from donors, Main Street, Memorial contributions and a very successful book sale.
  - Pumpkin Pageant had less attendance this year but was well received by those attending.
  - A pop-up Christmas shop is being planned.
- **FY26 Budget Request**

Jodi has asked for A 4.87% increase in the budget. Will meet with Doug to discuss the needs of the library.

### 6. New Business: None

### 7. Director's Report:

#### a. Library Statistics:

- Monthly statistics were reviewed.
- Programs are well-attended across all departments. Children's story time programs are so popular that three new ones are being introduced for the winter session.

#### b. Budget:

- Currently at 44% of the yearly budget.
- c. **Building Report:**
  - Due to a power outage issue, the air handler and boiler experienced some technical issues. Trane came out to address them and get the system up and running.
- d. **Upcoming News and Events:**
  - December 14<sup>th</sup>, teens will have a craft and bake sale.
  - Winter flyer is out with its 8 pages of programs.
  - Staff have decided on the charity Gifts of Love, which they will be collecting items through December 18<sup>th</sup>.

8. Adjournment: 7:20pm

**Next meeting will be January 7, 2025, at 7:00 PM**  
**Submitted by Teri Beck**