

Burlington Public Library Board of Director's Meeting Minutes

January 7, 2025, 7:00pm

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

1. Call to Order 7:00pm

2. Public Comment: None

3. Approval of Minutes: Approved by Debbie Fields and seconded by Daniel Cooper

4. Correspondence: None

5. Ongoing Business:

- **Friends of the Library**
 - Income balance is ahead of budget with generous donations from donors, Main Street Community Fund, Memorial contributions and a very successful book sale. However, fewer donors contributed this year.
- **FY26 Budget Request**

Jodi has not met with Doug yet to go over the budget yet.

6. New Business:

- **Eversource Bill increase**

There has been a significant increase in the Eversource bill. Doug, Larry Farrell and Jodi discussed strategies for reducing the electricity costs. Larry reached out to Trane and they are able to set something up on their end to adjust the building's temperature during hours when it is closed without shutting off the heat/air conditioning completely.
- Larry reached out to the company who will be installing the solar panels at the library. The project at Town Hall has been completed

and installation at the library is anticipated to begin in mid-February (depending on weather).

7. Director's Report:

a. Library Statistics:

- Monthly statistics were reviewed. Online circulation had a significant increase. Physical checkouts were down slightly.
- There was an increase in issuing library cards during the month.
- Programs are still well attended, including the children's programs.
- Special thank you to Scott Norton and his Polar Express story time. This was very well-received and will probably become a yearly event.

b. Budget:

- Currently at 54% of the yearly budget. The budget line for supplies is up slightly so we have begun to purchase more products through Amazon where we receive a better discount.

c. Building Report:

- The lighting in the children's, teen, and new book areas were upgraded. It is much easier to see in those departments.
- There have been some issues with community groups using the public meeting spaces. Furniture is not put back and messes are not cleaned up. Jodi spoke with those groups. Board suggested having a checklist that staff will check before the group leaves to ensure that the rooms have been put back and cleaned.

d. Upcoming News and Events:

- Jodi wanted to thank the Burlington community for their donations for Gifts of Love during December.
- The Spring calendar will now be on a single sheet with a QR code for each group-children, teen and adult. The top 3 events will be posted on the single sheet. This will enable the staff to make adjustments to the calendar.
- The Burlington Live calendar-LivefromBurlington.com has a live calendar. Jodi will ask about adding library sessions/classes on the website.

8. Adjournment: 7:30pm

**Next meeting will be February 4, 2025, at 7:00pm
Submitted by Teri Beck**