

Burlington Public Library Board of Directors' Meeting Minutes

March 4th, 2025, 7:00 P.M.

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

Absent: Teri Beck

1. **Call To Order:** 7:00 P.M.
2. **Public Comment:** None
3. **Approval of Minutes:** Approved by Craig Winter, second by Sandy Hierl
4. **Correspondence:** Jodi received correspondence regarding the closing of Joanne Fabrics and the continuation of Creativebug, which is an online option from the parent company. We are in the third year of a three-year plan. The site is not heavily used, so we may not renew it after this year. (The invoice has not arrived yet.)
5. **Ongoing Business:**
 - a. Friends of the Library: The Friends expect to approve their budget at their upcoming meeting on March 12th. They anticipate to increase library program support to \$10,000. The overall budget will increase for 2025 over 2024. There have been 23 donors thus far in 2025.
 - b. The Library of Things went live on February 26th. A photo and a list of available items was posted online, and people have already come in to borrow several items. People have asked if the library would like donations of items, so a future wish list shall be created for interested patrons.
 - c. Solar panels are in the process of being installed. Work should be completed by the end of this week (March 7th). It is not known when the system will be turned on.
6. **Director's Report:**
 - a. Library Statistics:
 - i. Circulation and programs were down slightly last month. There were a number of school closings, so fewer people came on those days.
 - ii. Jodi will start to add the library program information to Live from Burlington. In addition, the TV in the library entrance will only have weekly information from now on to help people focus on current programs.
 - iii. Newly purchased books have been very slow to be delivered. It may be a problem with Baker & Taylor, or the publishers. We used to receive items within a couple days of ordering and new books often arrived before their release dates, but not anymore. We have a backlog of new books leftover from the recent staff departure; these are being processed now.

- iv. Study and meeting rooms are being used frequently. Since the checklist system was implemented, the room are being left much cleaner.
 - v. Search has begun to fill our open position. Many nearby libraries offer higher salaries for similar roles. There is an internal candidate who is currently taking on portions of this role.
 - b. **Building Report:** Larry Farrell is working with Trane to manage alerts when there is a service disruption. Larry and Jodi now get email notices so that one of them can come and reset the system.
 - c. **Budget Report:** Jodi is meeting with Doug on March 5th to discuss the upcoming budget. The library is requesting a modest increase in programs, materials, and other areas to reflect increasing costs and greater library usage. Eversource bills have continued to be high. If increases cannot be managed, the Board proposes that library open hours may need to be reduced.
 - d. **Upcoming News/Events;**
 - i. **Spring Programs:** Registration has been good, with children's programs maxed out. Adult and teen programs have also been well-attended.
 - ii. **The Friends of the Library Book Sale is April 4th and 5th.**
7. Meeting adjourned at 7:51 p.m.
8. Next meeting is scheduled for Tuesday, April 1, 2025 at 7 p.m.

Respectfully submitted by Mary Art.