

## **Burlington Public Library Board of Directors' Meeting Minutes**

**May 6th, 2025, 7:00 P.M.**

Attendees: Jodi Papazian, Sandy Hierl, Mary Art, Sanford Mazeau, and Craig Winter

Absent: Sarah McCusker, Jenn Cavallari, Daniel Cooper, and Debbie Fields

1. **Call To Order:** 7:02 P.M.
2. **Public Comment:** None
3. **Approval of Minutes:** Approved by Craig Winter, seconded by Mary Art
4. **Correspondence:** None
5. **Ongoing Business:**
  - a. **Friends of the Library:** The Friends have approved their budget of \$38,750. It is higher than usual because of multiple donations and a successful book sale year in 2024. Book sales this year thus far total \$4,596.

A local photographer has offered to do a spring mini photo shoot with proceeds going towards the Friends of the Library.

- b. **Solar panels** are installed, but not turned on yet. We are waiting for Eversource to do updates to equipment. The Town Hall's panels took 4 months following installation to be active. The solar company still has materials to pick up.  
The Board has suggested installing vinyl fencing or planting shrubs to hide the multiple electrical panels that are mounted on the building. Jodi will look in to different options.
    - c. **Personnel:** Marjorie is the new Adult Services Librarian. Julie Hawks has been hired and should start on May 12<sup>th</sup>, following onboarding at Town Hall.
6. **New Business: Computers.** Windows 10 is being sunset in the early Fall and not all our current computers can be upgraded to Windows 11. Novus assessed what we have and 20 computers are unable to support an upgrade while 16 computers can. We have the option of purchasing individual license extensions at \$61/computer. After speaking with the staff, and assessing usage statistics, Jodi proposed that we do not replace the computers in the Teen and Middle School area and reduce the public computers. The Board discussed reducing the computers in the adult section and determined that, at this time, they would like to keep 6 computers available and purchase license extensions for them. Other computers will be used to replace outdated staff computers and OPACs. The Town will pay for 2 new CPUs. The migration/installation project will take about 4 hours to complete and cost around

\$900. The Board voted to accept this, with Craig Winter voting and Sandy Hierl seconding.

## 7. Director's Report:

- a. **Library Statistics:** Circulation was up last month; teen programs were up, while adult programs were down slightly due to the loss of the previous adult services librarian. The Little League came in for pictures and many of them got new library cards. BookFlix had no views, so will not be renewed next year. LSC has been very popular. Hoopla is too costly and will not be renewed when the grant funding runs out this fall. Jodi is looking for a way to alert patrons who are using Hoopla to let them know the service will be ending.
- b. **Budget:** Due to distribution issues with Baker and Taylor, some books are being ordered through Amazon. The discount is not as good and book prices are on the rise. Jodi will also be looking to use Materials money to purchase more Tonies for the Children's collection as well as eAudio and eBooks for OverDrive.
- c. **Building Report:** Larry Farrell at Town Hall has been working with EnCon to find some solutions for the HVAC system at the library to make it more efficient and user-friendly.

Jodi will be reaching out to Scott at the Highway Department to see about having the lines repainted in the parking lot.

**Upcoming News/Events:** Jodi and Kristen will be meeting with the Main Street Community Fund on May 8<sup>th</sup> to discuss their grant proposal, "Live from Library Lane." This grant will enable the library to host monthly after-hours programs focusing on music and other live performers.

Summer Reading plans are being finalized. The theme this year is "We're Cool All Summer"

The library received their third consecutive CLA award last month. This award was for publicity for their promotional Summer Reading video, "Happy Days at the Library." Jodi recognized Kaitlin Checovetes for her development, filming and production of the video which you can find on the library's Instagram page.

8. Meeting adjourned at 7:42 p.m.
9. Next meeting is scheduled for Tuesday, June 3, 2025 at 6 p.m.

Respectfully submitted by Mary Art.