



BURLINGTON PUBLIC LIBRARY BOARD OF LIBRARY DIRECTORS' MEETING MINUTES

Tuesday, October 7, 2025 - 7:00 PM

ATTENDANCE: Sandy Mazeau, Sandra Hierl, Mary Art, Sarah McCusker, Jason Williams, Debbie Fields, Kady Nicksa, Jodi Papazian, Library Director

ABSENT: Dan Cooper, Craig Winter

1. CALL TO ORDER at 7 PM.
2. PUBLIC COMMENT – No comments received.
3. APPROVAL OF MEETING MINUTES FROM SEPTEMBER 2, 2025

Motion to Approve the minutes: Debbie Fields

Second Motion: Mary Art

Motioned passed unanimously.

4. CORRESPONDENCE – No correspondence received.

5. ONGOING BUSINESS

- a. FRIENDS OF THE LIBRARY-Book Sale scheduled for October 10/11; Sleepy Hollow program is scheduled for Friday, October 17th. The annual business meeting is scheduled for Nov. 12; Friends of the Library report that receipts are ahead (year over year) for book funds. Total income 16K+. Planning on sending a letter of solicitation to donors toward the end of the year.
- b. SOLAR PANEL PROJECT—Jodi spoke with Larry this week regarding the activation of the solar panels. EverSource has not given a date for activation of the solar panels.
- c. LIBRARY POLICIES—The updated policies are with the State Library waiting for review and approval.

6. NEW BUSINESS—Slate of officers for the Board: Sandy Mazeau, President; Sandy Hierl, Vice-President, Debbie Fields, Secretary, Craig Winter, Treasurer – Sarah McCusker is a member of, and now on, the Association of Connecticut Library Board.

7. DIRECTOR'S REPORT

a. LIBRARY STATISTICS – Circulation increased this month. Hoopla to be sunset at the end of the month. The 'items added' is down about 45% over last year because the library is having difficulty getting deliveries from the vendor, Baker and Taylor. Jodi is ordering from Amazon in the interim. Programs low for September for Teens and Adults – still analyzing reasons. All other stats are up, including the rental of rooms. The state report submitted last week – all stats were up except for staffing hours, which was down.

b. BUDGET REPORT—Building maintenance is exceeding budget. Larry has been overseeing building maintenance. He was able to change propane providers after locking in with a better rate. Otherwise, budget is on point.

c. BUILDING REPORT—Propane carrier changed; flower beds weeded, river rocks installed. Jodi spoke with town officials regarding the purchase of some fencing around the solar panel equipment but there is a question of access, room to work on the panels, and other potential safety issues. No rodents are seen in the basement; traps in place.

d. UPCOMING NEWS/EVENTS—The book sale this weekend (October 10/11); Programs: Headless Horseman Rides Again – Oct.17. A musician is scheduled for November; A Christmas Carol program scheduled for December. All of those programs are funded with grant money from the Burlington Community Fund.

8. ADJOURNMENT—7:40 PM

a. THE NEXT MEETING IS SCHEDULED FOR TUESDAY, NOVEMBER 4, 2025, 7 PM.

Respectfully Submitted,

Debbie Fields

The Burlington Public Library's mission is to be the best small-town public library we can be through our exceptional service, relevant resources, as well as cultural, social and educational programming for the community.