



BURLINGTON PUBLIC LIBRARY - BOARD OF LIBRARY DIRECTORS' MEETING MINUTES

Tuesday, February 3, 2026 - 7:00 PM

ATTENDANCE: Sandy Mazeau, Mary Art, Sarah McCusker, Debbie Fields, Kady Nicksa, Sandy Hierl, Craig Winter, Jodi Papazian, Jason Williams, Dan Cooper

1. CALL TO ORDER at 7 PM.
2. PUBLIC COMMENT – No comments received.
3. APPROVAL OF MEETING MINUTES FROM January 6, 2026

Motion to Approve the Minutes: Sandy Hierl
Second Motion: Craig Winter

Motioned passed unanimously.

4. CORRESPONDENCE – No correspondence received by the Burlington Public Library.
5. ONGOING BUSINESS

- a. FRIENDS OF THE LIBRARY- There is a draft budget in place. The Friends have increased the program budget from \$10 to 12K and materials from \$9 to 10K. Budgeted >20K for whatever may be needed.
- b. PERSONNAL UPDATES – Ian McCusker doing well with janitorial and general support work, and his work is appreciated. Jodi completed multiple interviews and ultimately made an offer to 2 potential children's librarians. Both candidates declined citing low pay. Much board discussion. Jodi will be asking the union if they can keep the job posting open beyond the usual 60 days. Meeting with First Selectman Doug this week (Thursday).
- c. NEW BUSINESS –

1.Reviewing the Mission Statement for the library – 3 options given; Board preferred the second option: “....welcoming community space that supports lifelong learning, creativity and connection through exceptional service, diverse...”

Motion: Accept Option Two: Sarah McCusker

Second: Dan Cooper

Motioned passed unanimously.

2. Running out of library cards and looking to update the picture. Jodi showed 3 different versions – one specifically for children. New supply to be reordered.

6. DIRECTOR'S REPORT

a. LIBRARY STATISTICS – Strong month for library registration, circulation is up as well. Overdrive is steady. Programming is strong but less due to weather and school scheduling. Deliveries from other libraries is spotty. Root cause is the driver's work habits and attitudes.

b. BUDGET REPORT— Jodi discussed the current budget with Doug regarding the upgrades to the building. Doug, Board of Selectmen and Board of Finance have planned for these projects.

c. BUILDING REPORT— No heat for a few days last month; problems with the boiler. Parts replaced. Propane port was not shoveled, and snow got into the port and froze. The propane company came out and repaired as needed. Larry has been extremely helpful and available as the library has experienced these issues.

D. UPCOMING EVENTS – Refer to the on-line calendar. Spring programs scheduled to begin in March. Bringing back the tiny art show. The library, staff and Friends are all getting ready to celebrate the 130th anniversary of the library.

7. ADJOURNMENT at 8:09 PM

a. THE NEXT MEETING IS SCHEDULED FOR TUESDAY, March 3, 2026 at 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.