



BURLINGTON PUBLIC LIBRARY
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BURLINGTON PUBLIC LIBRARY - BOARD OF LIBRARY DIRECTORS' MEETING MINUTES

Tuesday, April 7, 2026 - 7:00 PM

ATTENDANCE: Sandy Mazeau, Mary Art, Sarah McCusker, Debbie Fields, Kady Nicksa, Sandy Hierl, Craig Winters, 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 February 3, 2026

NOTE: The March meeting was canceled due to inclement weather.

Motion to Approve the Minutes: Sarah McClusker
Second Motion: Craig Winters

Motioned passed unanimously.

4. CORRESPONDENCE –

- a. Jodi received a letter at home regarding the cancellation of Hoopla. Library Board, Friends Board and Town Hall were notified.
- b. The library received a picture and letter from the LSM class of 2028 to express thanks for the use of the popcorn machine.
- c. Mary Art submitted a letter of resignation from the Board of Library Directors as she is moving out of town.

5. ONGOING BUSINESS

a. FRIENDS OF THE LIBRARY- The Spring book sale is scheduled for May 1 & 2 from 10-2:30. There are a number of volunteer positions open. The Wednesday Craft group will have some craft items for sale at the book sale. There will be a tag sale on May 30th /rain date June 6. The cost of each sale space/booth is \$20.

The Friends of the Library have set their budget to \$39,000; budget highlights include the line items for materials increasing from \$9,000 to \$10,000 and increased the programs line items from \$10,000 to \$12,000.

b. PERSONNEL UPDATES – The open position for the Children’s Librarian has been filled by Allyson Bolton. Maureen Eaton will continue to do story time through April.

The library will be hosting an MLIS intern from SCSU this summer.

Custodian Jim will be returning in April.

Jodi recognized and thanked Ian for his work at the library during Jim’s absence

c. NEW BUSINESS – A group of Region 10 students has chosen the library of things as their civics project to explore, write about, advertise and donate to the library.

6. DIRECTOR’S REPORT

a. LIBRARY STATISTICS – February and March: dip in circulation stats. Jodi has spoken with staff regarding concerns and asked them to keep displays fresh and have some new ideas for increasing circulation in their departments. Monthly visitors were down slightly for March which was likely due to the book sale not taking place in March this year. BookFlix subscription is up. This was a subscription paid for through ARPA funds which has expired. Usage has been inconsistent but seen recent usage. Overall statistics will be reviewed to consider using Materials fund to re-subscribe. Library card registrations have been consistent. Adult programs have seen great attendance and interest for craft programs and there have been some well attended events for paid speakers. Alex is doing very well in teen programming. In addition to running creative programming, she has a great group of teen volunteers who enjoy coming in to help with programs and other projects. Story time programs have been well attended. Program offerings were able to remain consistent during the past few months without a Children’s librarian.

b. BUDGET REPORT— Jodi met with Doug regarding next year’s budget. Doug was supportive of the proposal and materials and programming lines should remain consistent with this year. Increases for part time staff were also added. Budget is pending approval from Board of Selectmen, Board of Finance. Jodi met with Tony Parenti who provides IT support for Town Hall to discuss library’s needs. He is putting together a quote. Contract with Novus is up at the end of June.

c. BUILDING REPORT— A new boiler was installed. Larry has discussed the possibility of getting a generator. There have been some issues with the air handler. Larry is aware and looking for solutions. Jodi wanted to share with the Board that Larry has been incredibly helpful and quick to respond/assist with building issues

D. UPCOMING EVENTS – Refer to the on-line calendar. The seed library is doing very well. This year the staff is taking on a circulating model for the seeds with good success. The Tiny Art Show canvases were all taken quickly. The Tiny Art Show is scheduled for April 20th. Artwork from the Children of Ukraine on display throughout the library.

Jodi wanted to recognize Alex for a grant that she was awarded. \$300 from the Summer Enrichment Grant will go towards a series of programs where teens will build and launch a rocket.

Jodi also wanted to share the exciting news that the library received the CLA Publicity Award for their Instagram video promoting summer reading last year. Congratulations are in order to Kaitlin for this award. Kaitlin conceptualized the project, filmed, directed and edited the award winning video.

There is new Library-themed merchandise available for sale in the lobby. Proceeds will go to the Friends who will use it to support library needs.

7. ADJOURNMENT at 7:50 PM.

a. THE NEXT MEETING IS SCHEDULED FOR TUESDAY, May 5, 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.