

**CHAPLIN PUBLIC LIBRARY**  
**Board of Trustees Meeting**  
**Chaplin, Connecticut**  
**Meeting Minutes**  
**November 15, 2021**

Chairperson Victor Boomer called the meeting to order at 6:31 PM. Board members present were Diane Cox, Leslie Ricklin, Bill Jenkins (6:40), Brian Cohen and Jeanette Haines. Others present were First Selectman Juan Roman and Library Director Sandra Horning.

**3. GREET NEW MEMBERS:**

Welcome to new member Brian Cohen who is co-founder of Positive Expressions with artwork displayed in numerous places including this library, Parish Hill and UCONN.

**4. APPROVE MINUTES OF OCTOBER 18, 2021:**

*Motion to approve the minutes from October 18, 2021, was made by Leslie Ricklin, seconded by Jeanette Haines and carried unanimously.*

**5. ADDITIONS TO AGENDA:** None

**6. AUDIENCE FOR CITIZENS:** None

**7. CORRESPONDENCE:**

- A newsletter was received from the ACLB with digital equity initiatives (those without Wi-Fi access).
- A newsletter was received from the CT Friends of the Library.
- The November 2021 issue of Neighbors was received with an article by Bill Powers on the Bicentennial and the Poet Laureate.

**8. REPORTS:**

**a. Director's Report:**

- There was a total of 340 people for October (includes 1 curbside). The library was open 16 days with an average of 20 people per day. Circulation was 646 with 322 items checked out and 73 electronic checkouts. 68 people attended outdoor events including the Playgroup, Ukulele Group and Book Chat.
- There was another problem with the heat (something tripped it). The bill for the first problem was \$4,138 (new blower compressor). \$1,268 has already been spent to replace the fire alarm with \$62 remaining in the budget for Building & Maintenance that will go over budget. First Selectman Juan Roman reported that Covid Relief Funds could be used for a new AC/heating system (working on meeting the requirements).
- Waiting to receive new hotspots and laptops from the ECF Grant that can be checked out.
- The state report that allows for grants from the State Library was submitted and is available for the Board if anyone interested.
- Story Time has met inside twice and going well with children wearing masks.
- The library will be closed on Friday, November 26<sup>th</sup> for Thanksgiving.
- The Genealogy program was held today with a good turnout of about 30 people. The Library and Senior Center have a 6-month subscription to Ancestry.com that enables people to login and search.
- Poems from Adelaide Northrup and Susan Powers are in the library. Jeanette Haines suggested putting them up for display (Sandy will have them framed). Leslie Ricklin suggested displaying a photo with the poem (Sandy will make a Poet Laureate display on the bulletin board).

Bill Jenkins arrived at the meeting at 6:40 PM.

- The Cookbook Club will hold The Smitten Kitchen Anniversary Dinner on December 6<sup>th</sup>.

Leslie Ricklin asked how many people in town have issues with digital equity (the schools would know the number of families without Wi-Fi access and there are a handful of adults without Wi-Fi access that visit the library regularly).

Jeanette Haines asked about the number of families visiting the library compared to before the pandemic (fewer families are visiting the library since the pandemic).

**b. Members Report:**

Leslie Ricklin reported that she and Warren Church were live on Charter promoting the Bicentennial including the talks that will be held in the library and the walks. Sandy Horning asked for a link for the program (a link can be found on the Charter website under Windham Works – Brian).

**c. Chair Report:** No Report

**9. OLD BUSINESS/NEW BUSINESS:**

**a. Speaker Programs:**

Waiting to hear from Adelaide Northrup on a poetry event for December or January.

**b. Election of Officers:**

Victor Boomer would like to continue as Board Chair for 2022. Leslie Ricklin would like to pass the baton for Vice-Chair to Jeanette Haines.

- ***Bill Jenkins nominated Victor Boomer for Board Chair, seconded by Brian Cohen. The vote to elect Victor Boomer for Board Chair for 2022 carried unanimously.***
- ***Bill Jenkins nominated Jeanette Haines for Board Vice-Chair, seconded by Leslie Ricklin. The vote to elect Jeanette Haines for Board Vice-Chair for 2022 carried unanimously.***

**c. Approve Library Board Meeting Schedule:**

The Board was presented with the 2022 Library Board Meeting Schedule. The Board meets on the 3<sup>rd</sup> Monday of each month at 6:30pm in the Chaplin Library.

1/24, 2/28, 3/21, 4/18, 5/16, 6/20, 7/18, 8/15, 9/19, 10/17, 11/21, 12/19.

***Motion to approve the 2022 Library Board of Trustees Meeting Schedule, was made by Leslie Ricklin, seconded by Bill Jenkins and carried unanimously.***

**d. Landscaping:**

The landscaper will be back for fall cleanup and is paid from Building & Maintenance. Jeanette Haines reported the Senior Center continues to discuss adding landscaping to their budget considering the alternative (currently being done by the Senior Center Director).

**e. Discuss the Library Board of Trustees having Alternates:**

The Board discussed having alternates (most Boards in town have alternates, need at least one from each party). A change to the ordinance would have to be done by the town attorney and brought to a town meeting for approval. Brian Cohen suggested researching the town ordinance (Victor will follow up with the First Selectman).

**f. Strategic Planning for the Library:**

**1) Friends of the Library:**

Sandy Horning reported that Peter Haines and Anne Sicilian are happy to pass along their research on organizing Friends of the Library (was on the verge of forming when the pandemic hit) but are not interested in being leaders. Adele Swart is interested in the group (Diane suggested inviting her to the next meeting to see if interested in leading the group). Peter Haines and Anne Sicilian will also be invited to present their research.

**g. Ben Chaplin Cupboard:**

The corner cupboard (18<sup>th</sup> Century based on nails made by a blacksmith and the construction) has been moved to the Old Post Office and will be restored. Diane Cox shared that the new owner of the old library is very happy and plans to turn the building into a residence (could do an Open House and refer to in the Bicentennial talk).

**10. AGENDA ITEMS FOR NEXT MEETING:**

- Items from the current agenda.
- Preliminary Budget
- Heating Update

**11. ADJOURN:**

***Motion to adjourn (7:31 PM) was made by Bill Jenkins, seconded by Jeanette Haines and carried unanimously.***

Minutes will be approved at the next regular meeting.

***Respectfully submitted by Kathleen Scott  
Recording Clerk***