

CHAPLIN PUBLIC LIBRARY
Board of Trustees Meeting
Chaplin, Connecticut
Meeting Minutes
March 21, 2022

Chairperson Victor Boomer called the meeting to order at 6:32 PM. Board members present were Diane Cox, Leslie Ricklin, Bill Jenkins and Jeanette Haines. Others present were Library Director Sandra Horning and Friends of the Library Adele Swart. Unable to attend was Board member Brian Cohen.

3. APPROVE MINUTES OF FEBRUARY 28, 2022:

Motion to approve the meeting minutes from February 28, 2022, was made by Bill Jenkins, seconded by Leslie Ricklin and carried unanimously.

4. ADDITIONS TO AGENDA:

Motion to move Item #8d – Discuss Friends of the Library Update to Item #8a before Speaker Programs, was made by Bill Jenkins, seconded by Jeanette Haines and carried unanimously.

5. AUDIENCE FOR CITIZENS: None

6. CORRESPONDENCE: None

7. REPORTS

a. Director's Report:

- There was a total of 218 people for January (includes 1 curbside). The library was open 15 days with an average of 15 people per day. Circulation was 656 with 337 items checked out and 54 electronic checkouts.
- There was a total of 260 people for February (includes 1 curbside). The library was open 14 days with an average of 19 people per day. Circulation was 696 with 350 items checked out and 68 electronic checkouts. In-person programs went back to virtual with 56 people in February (50 people attended Bicentennial talk by Walt Woodward).
- Building Maintenance continues to be over (\$1,701 over the \$6,200 budget) due to heat repairs and Propane is expected to go overbudget due to heating costs with \$374 remaining (letter was sent to the Board of Finance). The last 2 visits were for loss of heat (the gauge was broken with a new gauge requested previously). The rest of the budget is in good shape.
- Story Time is meeting again in-person with families returning to the library.
- Chaplin resident Katelyn Mosley will volunteer at the library on Saturdays to obtain experience for her degree in Library Science.
- The 2nd Vaccine Clinic will be held on Wednesday, March 30th from 2-6pm for children aged 5-11 in the meeting room, children aged 12+ and adults in the library (1st and 2nd shot, booster).
- The QC Reads author will be Nathaniel Philbrick at the Mansion at Bald Hill in Woodstock (selling tickets for \$20 with 3 left).
- The Passport to CT Libraries program is coming up with an opportunity to visit as many libraries as you can in April and getting your passport stamped with a free gift. Two people will be selected from each library and entered into a drawing for \$150 Gift Card (child version and adult version).
- An animal program by Riverside Reptiles will be held outside during spring break on April 23rd at 10:30am (will hold inside if bad weather).

b. Members Report: None

c. Chair Report: None

8. OLD BUSINESS/NEW BUSINESS

a. Discuss Friends of the Library Update:

Adele Swart presented the following from the Friends of the Library group that has 10 members and a new Logo (added “Friends” to logo contributed by ESCU student runner up for the Library Logo):

- Offering Books on Wheels Library Delivery Program with 4 volunteers including Jeanette Haines that will do delivery and pickup for library resources. The program will be posted on the library website, town website, Senior Center Newsletter, Google Groups and the Post Office.
- Organizing a trip as a fundraiser to the J.P. Morgan Library in New York City on May 5th with limited spaces (registration closes March 30th). The idea came from the Friday Book Chat on “the Personal Librarian” by Marie Benedict.
- Will offer the community a newsletter designed by Lisa Nadal to promote other town services including: the Town Hall, Rec Commission, Fire Department and schools (can present to new residents).
- A table will be setup at the Senior Center Plant Sale on May 7th to launch a Membership Drive for Friends of the Library with books and crafts for sale.
- The next meeting will be held on March 30th at 2pm with anyone welcome to attend.
- Funds collected up to \$5,000 can be put in Special Revenue with a separate line item. Checks are to be made out to “Chaplin Public Library” with “Friends” in the memo line.

b. Speaker Programs:

Upcoming programs are the Bicentennial talks on the History of the Congregational Church with Alex Hill on March 26th and the History of the William Ross Library with Leslie Ricklin and Ingrid Wood on April 2nd, both to be held at 1pm (T-shirts will be available for sale).

c. Landscaping:

The landscaper hasn’t come yet but was hired by the Senior Center and will do both at the same time (will rehab the Senior Center flower beds by replacing dead plants similar to what was done at the library).

d. Discuss and act on ordinance for Library Board of Trustees – Alternates:

The Board was presented with ordinance for Alternates drafted by the Town Attorney for review.

Motion to approve draft ordinance for Library Board of Trustees Alternates, was made by Leslie Ricklin, seconded by Jeanette Haines and carried with the following vote:

YES: Leslie Ricklin, Diane Cox, Jeanette Haines.

NO: Bill Jenkins.

e. Discuss Friends of the Library Update: Moved to Item #8a

9. AGENDA ITEMS FOR NEXT MEETING:

- Items from this agenda
- Building Maintenance Update

10. ADJOURN:

Motion to adjourn (7:24 PM) was made by Bill Jenkins, seconded by Diane Cox and carried unanimously.

Minutes will be approved at the next regular meeting.

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