

LIBRARY BOARD OF TRUSTEES
Library Meeting Room
Chaplin, Connecticut
Special Meeting Minutes
March 24, 2025

Chairperson Leslie Ricklin called the meeting to order at 6:30 PM. Board members present: Jeanette Haines, Adele Swart, Diane Sanchez, Alternate Joyce St. Lawrence. Also present: Library Director Sandra Horning. Absent: Diana Alvarez, Bill Jenkins.

Alternate Joyce St. Lawrence seated for Diana Alvarez.

3. APPROVAL OF MINUTES, FEBRUARY 24, 2025:

Motion to approve February 24, 2025 regular meeting minutes, made by Jeanette Haines, seconded by Diane Sanchez and carried unanimously.

4. CORRESPONDENCE:

Response from ALA regarding White House intentions to cut IMLS (provides federal funding the Library receives through the State for Programs, Services and Technology - State sent out list of all federal funding in CT). The Library obtained grant funding for handicap doors, wiring to allow for voting, and wiring to the Senior Center to share Internet Services - cancelling Spectrum).

5. REPORTS

A. Director's Report:

February – 443 people in-person (open 14 days with average of 32 people per day). Circulation – 688 (394 items checked out, 168 electronic checkouts). About 125 people attended in-person events.

- Temperature Sensors in ceiling for fires outdated – need replacement (will split with Senior Center).
- E-rate qualified at 80% this year (normally 70%).
- Books slow to come in - 3 orders behind (may be shipping issue or warehouse understaffed).
- Book Chat is March 28th from 3-4pm.
- Mohegan talk had good turnout with nice article in the Chronicle (thanks to Friends for their support).
- Book discussion for author Martha Hall Kelly is April 9th at 6pm in the Library (\$20 tickets on sale to meet the author in Woodstock in May).
- Next Cookbook Club is April 30th at 6:30pm preparing recipes from Jamie.
- Spring Break is April 14-19 (Library closed April 18th for Good Friday) – working on activities including rock painting. Ham Radio Club event will be held April 12th at 10:30am (hosted by Annie).

B. Board Chair's report for FY 25-26: still no update re: construction of parking lot, etc.

Parking Lot construction not expected to begin until late summer. Policies up to date to protect patron's right to read.

C. Board Members Report: None

6. OLD/NEW BUSINESS

A. Speaker Programs:

- Poet Lisa Taylor promoting new novel on April 23rd at 6:30pm.
- Author Tyler Kania promoting memoir on May 21st at 6:30pm.
- Historic Music (Seafaring) with Rick Spencer & Dawn Indermuehle on June 21st (early afternoon).

B. Budget proposal for FY 25-26 - meeting with BOF on March 3: Discussed budget presentation to BOF.

C. Friends of the Library Update:

- Big Tree Story Walk confirmed in digital format (installation planned for May 5th).

- Seed distribution with planting station (initiated by Joyce and Diane) will be outside (weather permitting) on April 5th from 10am – 12pm.
- Leslie Ricklin suggested a Children’s Little Free Library at the Town Park near the playground (presented sample photos and hoping for volunteer to build it – Jeanette suggested Parish Hill student, Leslie suggested asking Scott St. Lawrence).
- Diane and Jeanette worked hard on 501c (benefits outweighed by the issues).
- Goodbye Irene is this Saturday at 3pm with Anne Sicilian at table promoting memberships (will setup after Book Chat on Friday with lots of donations).
- April Museum of the Month – Dinosaur State Park.

D. Poet Laureate search:

a. Review and decision of applications received by March 3 deadline:

Board read poems submitted from potential candidate (1 submission with 2 poems).

Motion to appoint Victoria Northrup as new Poet Laureate for 2025-28, made by Adele Swart, seconded by Diane Sanchez and carried unanimously.

E. Discussion of *Meet Me at the Library* and suggestions to broaden patronage of the Library:

Discussed ideas on how to draw people in including teens, Moms & Dads: meet your representatives (Town Officials, Board members, Candidates in the fall); Bring Adult to the Library Day; Chaplin History Project; Senior Capstone Project; bring in Memoir Group to read their stories; Community Night (discuss needs); Events Picture Gallery (from Friends); Date Night (with babysitter); Game Night; Movie Night; Puzzle Competition (same puzzle built by teams); Trivia Night; Questionnaire (ask community what they want to see); Steamy Romance Book Club (mysteries checked out the most); Murder Mystery Night; Newcomer Welcome Packets; Conversation Board with post it notes; Technology help (resumes, FAFSA applications, student volunteer – how to use cell phones); expand Library of Things; display Collections (matchbox, bird nests, crafts, homegrown - maple syrup, honey, jams). Board will begin with Movie Night (Sandy will check on license) and developing Questionnaire (Leslie, Jeanette, Diane will work on).

7. ITEMS FOR NEXT AGENDA - APRIL 21, 2025

- Items from current agenda
- Interim Library Director
- Landscaping

8. ADJOURN:

Motion to adjourn (8:25 PM) made by Adele Swart, seconded by Joyce St. Lawrence, carried unanimously.

Respectfully submitted by Kathleen Scott

Recording Clerk