

Lyme Public Library

Board of Directors Meeting Minutes

August 26, 2020

Present via Zoom virtual meeting: Jack Sulger (Chairman), Judy Ulrich (Vice Chair), Holly Rubino (Secretary), Mike James, Jerry Ehlen, Diana Fiske, Emily Hildner, Diane Brown; Theresa Conley (Library Director); Mary Mazur (Friends), Deb Giaconia (Friends), Jo-Ann Shettles (Friends); Jacqueline Jaffe (Foundation)

1. Call to order – Jack Sulger called the meeting to order at 4:36 pm.

2. Secretary's Report – The minutes from the June 24, 2020 meeting were amended and approved with the following changes:

To **Friends of the Library**, “Deb Giaconia will be voted in to take her place tomorrow” was added after the first line. The word “be” was added between “will” and “held” in the fourth line.

To **Program and Services**, Diana Fiske amended the description as follows: Diana Fiske reported that the newly formed Children’s Committee, including Theresa, Barbara Carlson, board members Diana and Emily, and two parents, met today to discuss goals, budget, and programming for the Children’s Room.

The minutes from the July 29, 2020 meeting were approved with the following change: the Zoom program about frogs was held on August 19 rather than the 18th.

3. Library Reopening Update – Theresa reported that the library will continue on the modified schedule through the end of the year, with the hours on Thursday being extended until 8pm. All restrictions will remain the same.

4. Friends of the Library – Deb reported that the next Friends board meeting will be held on September 17 at 10am. She also reported that the Program Committee met on August 25, and that the BookNook continues to make money.

5. Lyme Public Library Foundation – Jacqueline reported that the Foundation has had two meetings since the last board meeting, one of which was to discuss a new logo for the Foundation. Foundation directors responded to an appeal from the Ivoryton Playhouse and made out-of-pocket donations to the Ivoryton Playhouse. For the last several years, the collaboration with the theater has contributed greatly to the success of the Foundation’s fundraisers, and it was felt that by providing such support now, the theater will again be a great venue for future events. It was also noted that the Foundation’s annual meeting will be held on October 22.

6. Strategic Plan Committee Progress Reports:

I. Community Center – Mary Stone reported that any planning meetings with Region 18 were on hold pending the reopening of schools. Diana reported that there have been collaborations with

the Senior Center, Garden Club, and Public Hall. She has gathered town business information into an Excel spreadsheet, and a database of volunteer opportunities is in progress.

II. Programs and Services – The Program Committee is well-established and active. Mary Mazur reported that there are at least six confirmed events. Program evaluations will be reviewed.

III. Technology – Theresa cited three areas that need attention: 1) the website, which cannot be easily updated and should be moved to Word Press; 2) the infrastructure – Wi-Fi networks have been dropping patrons; 3) digital resources – need to identify new resources. Jerry and Theresa will make a list of what library has in terms of programs, services, and Wi-Fi. Diane will reach out to the person who designed the current website about updating it.

IV. Relationships with Library Related Organizations – Jack reported that the diagram/organizational chart is in the works. Mary Stone volunteered to expedite it to completion. Deb, Jacqueline and Jack will meet to discuss the coordination of fundraising events and timing.

9. Next meeting – September 30, 2020 at 4:30 pm

10. Motion to Adjourn – The meeting was adjourned at 5:50 pm.

Respectfully submitted,

Holly Rubino, Secretary