

Lyme Public Library
Board of Directors Meeting Minutes
May 26, 2021

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

Absent: Diane Brown, Mike James

1. Call to order – Jack called the meeting to order at 4:30 pm. He informed the board about the death of Judy Lightfoot, who was the board chair for over thirty years and who the board conference room is named after. He then asked the board to observe a moment of silence in recognition of her passing. Suggestions on what further actions the board should take were requested.

2. Approval of prior meeting minutes – The minutes from the April 28, 2021 meeting were approved as written.

3. Financial Report – Jack reported that the budget is coming out ahead because of the pandemic, and that the year-end report will show the final impact.

4. Librarian's Update – Theresa reported that the library is in “wait and see” mode coming out of the pandemic.

5. Friends Update – Deb reported on attendance at recent Friends' programs. The annual Friends' meeting will take place outside on the library green, and will be followed by a concert with Plywood Cowboy. The membership drive letter will go out in June.

6. Lyme Public Library Foundation – Jacqueline reported that there is an upcoming Foundation financial meeting and did not have recent endowment numbers. She also relayed that the Ivoryton Playhouse will have two shows in August and September, so the Foundation will look into planning a fundraising event with the theater again.

7. Committee Reports

a. Building & Grounds – Jerry reported that the carpets were cleaned and fixed.

b. Newsletter – Holly reported that the next deadline for content is June 8.

c. Technology – Theresa has seen the demo website and likes the overall design. She and the staff will be trained on the WordPress platform, and a decision will be made about which server to use.

8. Old Business

a. Strategic Planning – Emily asked for a status update on the community center goal.

9. New Business

a. ARPA Grant – Theresa reported that the American Rescue Act is providing grant funds for: 1) broadband connectivity, 2) safety (as related to the pandemic), and 3) expanding library services. She is waiting for a cost estimate for strengthening the Wi-Fi.

b. Revised Internet Policy – Theresa reported that the library's policy needs to be CIPA compliant. She presented a revised internet policy, which covers the necessity of applying filters to the library's Internet connections. Jack entertained a motion to approve the revised policy, and it was approved by a unanimous vote from the board.

10. Executive Session – The Board was in Executive Session from 4:56 to 5:37 for personnel/governance reasons. There was a motion to recommend an increase to Theresa's salary. There was also a decision to forward Theresa's recommendations for staff salary increases to the Office of the First Selectmen.

After coming out of Executive Session, Mary went over a draft of the bylaws she and Judy had revised, explaining the rationale behind each change. The board decided to hold off approving the revised bylaws until a final version is created for board approval.

11. Next Meeting – June 30, 2021 at 4:30 pm.

12. Motion to Adjourn – The meeting was adjourned at 6:24 pm.

Respectfully submitted,

Holly Rubino, Secretary