

Lyme Public Library

Board of Directors Meeting Minutes

June 30, 2021

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

Absent: Diane Brown, Emily Hildner

1. Call to order – Jack called the meeting to order at 4:33 pm.

2. Approval of prior meeting minutes – The minutes from the May 26, 2021 meeting were approved as written.

3. Librarian's Update – Theresa reported that the ARPA grant was approved, and the town has received \$15,292 to put towards air purifiers, two new patron computers, upgrading the WiFi in the library and strengthening it in the parking lot, nano-septic door handle pads (for disinfecting high-touch surfaces), and a solar charger for the patio, which can be used during power outages. IT has installed filters, so the library is now CIPA compliant. The new website is now live. Theresa suggests living with it for a few months and not making any changes until there is feedback from users and input from the new director. Mary Stone noted that this new website “is cleaned-up, rational, and high on functionality,” which is exactly what we were looking for.

4. Friends Update – Jo-Ann reported on attendance at recent Friends' programs, including the annual Friends' meeting. The Friends have created a memorial collection to honor Judy Lightfoot's service to the library, starting with four new books purchased in her name. The Friends will make annual purchases for this collection, and each book will contain a commemorative bookplate.

5. Foundation Update – Jacqueline reported that the endowment has done well. She will report at the next board meeting the amount of the contribution the Foundation plans to make to the library. The Foundation received ten donations in Judy Lightfoot's name, and the Foundation is coordinating with the Garden Club to plant a memorial tree for Judy on the grounds of the library. Rather than the fundraiser at the Ivoryton Playhouse this fall, the Foundation is planning a mystery dinner.

6. Strategic Plan Committee Progress Reports – Jack recommended that the board resume efforts on the plan in the fall once the new director is on board.

7. Adoption of By-Laws – There was a motion to approve the bylaws as written with the following changes:

from

Section 4. Notices: Written or oral notices of all meetings shall be given or mailed at least one week before regular meetings and three days before special meetings.

to

Section 4. Notices: Written notices of all meetings shall be distributed at least one week before regular meetings and three days before special meetings.

The board voted to approve the bylaws as modified.

8. Executive Session – The Board was in Executive Session from 5:00 to 5:27 for personnel reasons.

9. Next Meeting – July 28, 2021 at 4:30 pm. Jack mentioned that this may be a hybrid (Zoom/in-person) meeting.

10. Motion to Adjourn – The meeting was adjourned at 5:42 pm.

Respectfully submitted,

Holly Rubino, Secretary