

Lyme Public Library

Board of Directors Meeting Minutes

October 27, 2021

Present: Jack Sulger (Chairman), Judy Ulrich (Vice Chair), Holly Rubino (Secretary), Mary Stone, Emily Hildner, Diane Brown, Jerry Ehlen, Diana Fiske, Mike James; Melissa Fournier (Library Director); Deb Giaconia (Friends), Jo-Ann Shettles (Friends); Morgan Regan (visitor)

**1. Call to order** – Jack called the meeting to order at 5:02 pm. He noted that this is Jerry and Holly’s last board meeting and thanked them for their various contributions. The Board and all in attendance applauded Jerry and Holly.

**2. Remarks by visitors** – Morgan Regan introduced herself and said that she was interested in being more involved with the library, especially in terms of children’s programs and outreach with the schools.

**3. Approval of prior meeting minutes** – The minutes from the September 29, 2021 meeting were approved as submitted.

**4. Librarian’s Update** – First, Jack welcomed Melissa aboard. Melissa reported on attendance, and that there was a bit of a spike likely caused by the book sale. She said that computer usage is good and that staff is starting to track impromptu usage of the community room (for example, when there is a power outage and patrons come in to use their laptops). Melissa and Barbara are working on getting kindergartners to the library for their library cards.

**5. Friends Update** – Deb reported on attendance at the October programs, as well as upcoming November programs (including co-sponsorships with the Lyme Land Trust and Audubon Center). Expenditures to date have been \$1,175, leaving \$2,825 for programming through the end of the fiscal year.

**6. Foundation Update** – Jack attended the Foundation’s annual meeting and reported that all officers were re-elected to their respective positions for a one term. The tree planting for Judy Lightfoot will take place in the spring. The appeal letter will be sent out in November. Jack encouraged Board members to contribute what they can.

**7. Old Business**

**a. Strategic Plan** – Work on the plan has generally been halted due to the pandemic. It is anticipated the plan will be revisited and updated in the next calendar year.

**b. Nominating Committee** – Jack indicated that the board needs to appoint a nominating committee to generate a slate of officers. There were three board members (Emily, Diana, Mike) who responded suitably by the deadline established at the August 25 board meeting. There was a motion to appoint these three board members to the committee. The vote was 6 in favor and 3 opposed, so the motion carried.

**8. New Business** – none

**9. Executive Session** – Mary made a motion to go into executive session to discuss issues concerning the nominating committee. This was seconded. The vote was 4 in favor, 4 opposed, and 1 abstention. There was another motion to go into executive session to discuss non library staff personnel. This was seconded. The vote was 7 in favor, 2 opposed. The Board was in executive session from 5:41 to 6pm.

**10. Next Meeting on December 1, 2021 at 6pm** – There was a motion to start the meeting at 6pm instead of the usual 5pm. This was seconded and approved unanimously by vote.

**12. Adjournment** – The meeting was adjourned at 6:07 pm.

Respectfully submitted,

Holly Rubino, Secretary