Lyme Public Library

Board of Directors Meeting Minutes

December 1, 2021

Present: Jack Sulger (Chairman), Judy Ulrich (Vice Chair), Mary Stone, Emily Hildner, Diane Brown (Temporary Secretary), Diana Fiske, Melissa Fournier (Library Director); Deb Giaconia (Friends), Jo-Ann Shettles (Friends); Morgan Regan (visitor), Laura Mooney (new Board member), Steve Mattson (First Selectman)

1. Call to order – Jack called the meeting to order at 6:00pm. He asked for an appointment of a temporary secretary as this was elections night. Diana Fiske nominated Diane Brown and Diane accepted. She began taking the meeting minutes.

2. Remarks by visitors – Morgan Regan (potential Board member) was present. Steve Mattson, First Selectman, was also present. There were no official remarks by visitors.

3. Approval of prior meeting minutes – The minutes from the October 27, 2021 meeting were approved as submitted.

4. Librarian's Update- was given by Melissa. Melissa said that the Facilities person made updates to the security cameras outside in addition to adding air purifiers and self cleaning mousepads to the library. The Library website was also updated to reflect more info on the adult programming area. Melissa has connected with the media specialist at Lyme Consolidated and they are going to have the Kindergarten classes visit the library this December and they children will learn about the library and will have the chance to apply for a library card.

Melissa said that her racial equity book club is being recognized by other libraries and there are currently five libraries that gather virtually to participate. The Old Lyme Library has shown interest in this too.

Future plans for child patron outreach include engaging the school age children in a design a library bookmark contest and the Board will serve as the judges for the different grade categories.

A "story walk" between Lyme Consolidated School and the Library is also in the works! Melissa also shared that Theresa Conley's mother passed away on Thanksgiving and the staff was able to attend the services. Anyone wishing to pitch in for flowers is welcome to do so.

Melissa discussed the creation of an anti-bullying policy for the library. She is going to get a draft going for review by the Board and Steve Mattson.

Upcoming programming was discussed. This includes a seasonal concert, a holiday topiary making session, and a make your own junk journal from recycled books.

Elections of Officers: took place. The Nominating committee presented the slate and it passed unanimously. The new chair is Judy Ulrich, Vice Chair is Diana Fiske and Diane Brown is Secretary.

5. Friends Update – Deb reported that Holly Rubino has joined as the program chair. Out of their $4,000 budget, $1175 was spent. There is $2824.00 still available. The November book nook sales totaled $80. The Friends currently has 54 members but hope to increase that. The next Friends meeting is January 20th at 10 a.m. and they would love to have a Board member present.

6. Foundation Update – Jack said that he thinks that the annual appeal letter for the Foundation will be forthcoming soon.

7. Old Business

> **Strategic Plan –** The Strategic Plan needs a current Board member to step up and track that we are where we need to be with this. Judy is going to speak to Melissa and get her input on the four elements that we wish to focus on for the plan moving forward.

8. New Business – The 2022 meeting dates were distributed and there was a unanimous vote to adopt them. Meeting start time is 5 p.m. now with the exception of the December meeting starting earlier for the holiday party.

There will be a special meeting held (tentatively on December 15th at 5 p.m.) to prepare for the budget.

9. Executive Session – none

10. Next Meeting on January 26, 2022 at 5pm

11. Adjournment – The meeting was adjourned at 7:10 pm.

Respectfully submitted,

Diane Brown, Secretary