

**UNAPPROVED**

## Lyme Public Library Board of Directors

### Meeting Minutes

September 28, 2022

**Present:** Judith Ulrich, Chair; Diane Brown; Emily Hildner; Laura Mooney; Joan Motyka; Morgan Regan; Mary Stone; Jack Sulger.

**Ex Officio:** Melissa Fournier, Library Director.

**Absent:** Lynn Richmond

**Guests:** Deborah Giaconia, President Friends of the Lyme Public Library.

1. **Call to order:** Chair Judith Ulrich called the meeting to order at 5:15 PM.
2. **Remarks by Guests:** None
3. **Approval of Meeting Minutes:** Joan Motyka made a motion to approve the minutes of August 31 , 2022. Mary Stone seconded. The minutes were approved unanimously.
4. **Library Director's Report:**
  - Monthly Statistics – Melissa Fournier reported that both attendance and circulation numbers continue to increase. Final membership for the Summer Reading program was 21 with the total number of reading hours being 168. The enthusiastic kindergarten participants will hopefully form the base for next year's program. Melissa reiterated that this program encourages reading and helps avoid a reading level slump during the summer months.
  - Report on Library Programs – The three book clubs continue to run successfully. There is one change to report. Lynn Ann Baldi will take over the "As the Page Turns" book club.
  - Melissa's future focus will be on developing programs centered on books such as talks by local authors, and book groups, including the development of a new Garden Book Club in conjunction with local garden clubs and photographers.
  - The Program Committee and the Friends will assume more responsibility for balancing and promoting Library Programs while Melissa will step
  - back to focus on improving working relationships with individuals in Lyme.
  - Melissa congratulated the Friends on their successful, well-organized Book Sale.
  - Mary Stone was thanked for her work on the latest newsletter which is now online. The last, current, and future editions focus on the different functions of the Board, the Foundation, and the Friends of the Library.
  - STEM programs for children will take place on the first Saturday of the month.
  - Both Natalie Hall and Elizabeth Reinhart are both progressing in their new roles.
  - Inter Library loans (ILL). Our current system is part of a quasi-consortium which has complicated systems of tracking loans. Since Barbara Carlson's departure the staff has started training in ILL orders. Melissa is considering different options for the

future, such as joining a consortium like LION, which could cost in the region of \$14,000 p.a. as it would make getting a book from another library quicker and easier for staff and patrons. Choice will be determined by the kind of library needed by the town, for example a more modern facility with an extensive data base, or a small-town library with a contained collection.

5. **Friends President's Report:** Deb Giaconia reported on the Friends budget for the year; expenditures to date amount to \$1,985 of the \$4,000 available. The book sale was very successful and raised \$2,200. 6,000 books were sorted by 21 volunteers including Joan, Morgan and Judy. Our 4<sup>th</sup> grade student volunteer Rosie was on the patio with her Grandma creating a warm ambiance and conversation focus. Morgan suggested that next year a Venmo account or an ipad should be set up to enable parents not carrying cash to make purchases.

Next event will be the Art and Architecture sale on October 14<sup>th</sup>/15<sup>th</sup>. Volunteers are needed and Deb has contacted the high school to see if students are interested.

Next Friends' meeting is October 20<sup>th</sup> at 10.00 am.

6. **Foundation President's Report:** No report.

7. **Old Business:**

The vice-chair nomination was withdrawn. After some discussion the Board suggested that any candidate for a position as a Board officer should have served a minimum of one year on the Board, have excellent Board attendance, and have a good knowledge of the Board bylaws. This was discussed and if adopted only three Board members Diane, Jack and Mary can be considered for the vacant posts of Vice-Chair and Secretary. Morgan proposed that if none of the three potential candidates is interested in the position of vice-chair then the newer Board members should be considered.

The Nomination Committee will meet to consider candidates interested in the vice-chair position.

As the position of Secretary has still not been filled Mary Stone suggested keeping the secretarial position on rotation; Melissa commented that some organizations hire a volunteer "scribe" to fulfill this role.

Judy circulated a sign-up sheet for helping at the upcoming Volunteer Fair on Sunday October 23<sup>rd</sup> at 2.00pm.

8. **New Business:**

- Laura introduced the plans for a once-a-week Coffee Bar which could help establish the library as a community center and place of welcome in Lyme, a town in which many people live alone. Plans include a trial run in Fall on Tuesday mornings at 10.00 am in the fireplace room or on the patio, using supplies already available or donations. Joan, Emily, and Diane offered to be volunteers from the Library Board to

work in conjunction with the Friends' and the Foundation's membership. Melissa is in favor of the suggestion but made a further request for this not to be a burden on staff.

- The library would be closed to borrowers on Election Day as the facility will be used for voting on the school referendum. Normal candidate elections will take place at the Town hall.

9. **Executive Session:**

Mary Stone made a motion for the Board to go into Executive Session and to invite the Library Director to join the meeting to discuss a personnel matter. Emily Hildner seconded. The motion passed unanimously. The Board went into Executive Session at 6:15 PM.

Jack Sulger made a motion to adjourn the Executive session. Diane Brown seconded. The motion passed unanimously. The Board came out of Executive Session at 6:52 PM. No motions were made, nor action taken.

10. **Next Meeting:** Wednesday 26th October 2022 at 5:00PM.

11. **Adjournment:**

The meeting was adjourned at 6:57 PM.

Respectfully submitted by  
Laura Mooney  
Secretary *pro tem*