

**UNAPPROVED**

Lyme Public Library Board of Directors

Meeting Minutes  
November 30, 2022

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

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

**Guests:** Deborah Giaconia, President, Friends of the Lyme Public Library; John Kiker, Selectman

1. **Call to order:** Chair Judith Ulrich called the meeting to order at 5:04 PM.
2. **Remarks by Guests:** none
3. **Approval of Meeting Minutes:** Morgan Regan, seconded by Diane Brown, to approve the minutes of October 26, 2022. The motion passed unanimously.
4. **Library Director's Report:**

Children's art bookmarks were printed and pictures of the of the bookmark winners will be going up on the website.

Across the nation, people have been going into libraries demanding books be taken off shelves. A sample policy for managing these situations was distributed. It was noted that it is the Board's responsibility to approve policies. The policy may state that persons entering a library requesting the removal of books would be asked to speak with the Library's Director. The Director who would bring the request to the next board meeting in accordance with our by-laws. It was noted that any policy should include both books and programs.

Library statistics continue to be favorable. There are more people in the building and more programs in place. There are now about 14 regularly scheduled programs/month.

The children's librarian will begin to provide programs in the Lyme Consolidated School library to increase our visibility and keep us top of mind in the children.

Mariah Nihol requested permission to serve wine at special events co-sponsored by the Lyme Garden Club and the Friends of the Library. Liability insurance is needed & servers will need to be trained to watch for overserved. John Kiker will follow-up.

Melissa Fournier presented the 2023-2024 budget for the two scenarios covering the costs of the licenses and databases of joining LIONS. LIONS membership would be an annual \$14,000 cost. A request was made to adopt the budget with an increase of \$9,000 needed to cover the additional expense of moving to LIONS.

There was a question about the town's expected inflation trends for the upcoming budget year. To date, there has been no guidance. Melissa noted that when she receives a grant, it goes to the Town. She cannot expand her resources by applying for grants. She is not fundraising for routine budget but rather for specific programs. Town funding pays for core services. Extra programs or resources are paid through grants, contributions, the Friends or the Foundation.

John asked whether there had been a discussion with the Town about this and if not, then he encouraged Melissa to do so. A comment was made that it is common practice for a not-for-profit organization to be created whose purpose is support of a municipal library and serve as recipient of grants, contributions, and other funds to be used explicitly for the library. A discussion ensued about how to address the grant process and it was decided that grants would be written by the Melissa with the Friends being the recipient of the actual dollars so the money can be directed to the library for the stated purpose of the grant.

The motion was made to submit a budget including the cost of LIONS with the caveat that we submit to the board of selectman and work with them to adjust for inflation.

## **5. Friends of Library Report:**

Deb Giaconia reviewed the Friends budget and there was a brief discussion. She updated the Board that the program committee met November 1st and it was decided that a new procedure would be adopted for the Children's library whereby Melissa will assume full responsibility. The Friends and other board members or members of the community can submit suggestions for adult programming. Melissa will take suggested recommendations through the website's Program Suggestion Form. Melissa will maintain the list of these recommendations for her to consider for open spots. A discussion ensued about the library serving as a community center.

Book Nook sales continue to be successful, and the Friends are generating revenue each month. Deb spoke to a new collaborative event between the Board and the Friends called "Sweet Spot," a monthly coffee/tea where community members can meet, chat and play games. The first event is Tuesday, December 6<sup>th</sup>. Mary indicated that she would include the new program in the upcoming newsletter.

Morgan made an appeal for donations of used children's books and offered to make and post a flyer at Mile Creek School. A discussion ensued about the effort and the potential role of the PTO.

A discussion was held about the timing of meetings. The Town has requested our schedule of meetings for upcoming year. The Board considered the timing of the meetings in December as it collided with the holidays. It was agreed that the meetings would be held the last Wednesday of every month including November 30<sup>th</sup> and then, as needed, on December 13 or 20. There was an update on the Holiday party for our staff and Boards (former and present members) on December 14<sup>th</sup> with requests for contributions by Directors.

A motion was made by Joan, seconded by Morgan, to go into executive session for personnel matters. John Kiker was invited to participate.

The meeting was adjourned at 6:20 pm.

Respectfully submitted,

Morgan Regan and Lynn Richmond, *Secretary Pro Tem*