

UNAPPROVED

Lyme Public Library Board of Directors

Meeting Minutes March 29, 2023

Present: Judith Ulrich, Chair; Laura Mooney, Vice Chair; Joan Motyka, Secretary; Mary Stone; Jack Sulger; Lynn Richmond, Emily Hildner

Absent: Diane Brown

Ex Officio: Melissa Fournier, Library Director; John Kiker, Selectman

Guest: Deborah Giaconia, President, Friends of the Lyme Public Library

1. **Call to order:** Chair Judith Ulrich called the meeting to order at 5:03 PM.
2. **Remarks by Guests:** none
3. **Approval of Meeting Minutes:** Mary Stone, seconded by Lynn Richmond, to approve the minutes of February 22, 2023. The motion passed unanimously.
4. Motion by Lynn, seconded by Mary, to have flexibility in agenda discussion at tonight's meeting. The motion passed unanimously.
5. **New Business: 2023 Meeting Dates.** Motion by Laura Mooney, seconded by Emily Hildner, to hold library board meetings on the last Wednesday of every month. This was passed unanimously and conforms to dates listed on the town website.
6. **Library Director's Report:**

Print and digital circulation numbers were up in February, year to year; attendance was significantly higher. The number of children's programs, as well as attendance, were also up. There were 12 adult programs (including 1 Zoom) in February, up from 5 in February 2022. But Melissa Fournier pointed out that 87 people attended the 5 programs in February 2022 and 159 people attended the 12 programs this year, so "we're technically down." She said she is trying to do a "broad range" of programming to see what works best in Lyme, with a great deal of analysis behind the scenes to help understand that. Melissa cited the success of the March 14 David Ruggles program, which was a hybrid Zoom/live event and a first for the library. It was so successful other hybrid programs might follow, she said, and the library's YouTube channel has a video from the event.

Fund-raising: \$300 from the sale of items at the Kathy Axilrod art show was donated to the Friends by the artist.

S.O.A.R. evaluations have been done with staff and the Friends. Judy said she would send out possible dates for the board to engage in a S.O.A.R. evaluation with Melissa.

Policies and procedures: Joan Motyka proposed and Laura seconded a motion to support and approve a new Library Reconsideration Request Form and a new set of

Procedures for Formal Complaints for Consideration of Materials in support of the community's right to read. This was passed unanimously. The two new forms were offered by Melissa. The Library Reconsideration Request Form guidelines stipulate that a person seeking selection reconsideration must be a resident of Lyme; that any materials subject to reconsideration for withdrawal must be in violation of state and Federal laws and guidelines; and that there is a limit (3 attempts) after which reconsideration is ended. The Procedures for Formal Complaints for Reconsideration of Materials consist of eight steps outlining how a patron can address concerns about library resources. Those steps start with materials provided to the patron that explain the library's mission; they end with a hearing before the board of trustees, whose decision is final. Melissa said she would like to post these forms on the library's website. Mary said she was proud of the attendance at a recent online presentation concerning book banning, attended by 3 members of the Friends, 4 board members and 2 staff members.

7. **Friends' Report:** None

8. **Foundation Report:** None

9. **Old Business: Strategic Planning**

Lynn reported on the feedback she received from board members concerning how well goals in the 2019 strategic plan were met, saying board members believed progress was made in the library being used as a community center; on digitization; on increasing library use by improving programs.

It was agreed that work was still needed to increase community engagement. Possibly piggybacking on other potential town efforts to welcome newcomers? Melissa said the library has increased its digital presence, including Facebook, Instagram, etc. Under the goal of evolving the library as a community center, one strategy (Plan future staffing to evolve with the library) was considered outdated. Under the goal of establishing a welcoming program for newcomers, there was consensus that the following action plan was beyond the purview of this board and that it should be deleted from the strategic plan: "Work with local businesses to enable them to promote their products and services in ways such as offering discounts to new residents."

Under the goal of coordinating and codifying relationships with library-related organizations, board members agreed that clarity is needed on which organization is to be the fund-raising face of the library, and that should be communicated clearly to residents. It was suggested that members of the board, the Friends and the Foundation meet to discuss this. The question was raised, however: Does this belong in a strategic plan?

On the issue of digitization: Melissa stressed that Lyme has "dead zones" in coverage and that some residents cannot afford to go digital, so the library has a digital role to play in the community.

All board members were encouraged to go on to the library website to answer the 2023 patron survey.

10. **Old Business: Sweet Spot** Joan reported that the board was responsible for sweets in April. Jack Sulger, Laura, Judy and Emily volunteered to provide baked goods.

11. **Adjournment:** The meeting was adjourned at 6:55 pm, with a motion by Joan, seconded by Mary and passed unanimously.

The next meeting will be held April 26, 2023, at 5 pm.

Respectfully submitted,
Joan Motyka, *Secretary*