

Lyme Public Library Board of Directors
Meeting Minutes May 31st, 2023

Present: Judith Ulrich, Chair; Laura Mooney, Vice-Chair; Jack Sulger; Lynn Richmond

Absent: Joan Motyka, Secretary; Diane Brown, Mary Stone; Library Director Melissa Fournier

Ex-Officio: John Kiker, Selectman

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

1. **Call to Order:** Chair Judith Ulrich called the meeting to order at 5.05pm. Although there was not a quorum of members present, the Board Chair decided not to adjourn the meeting.
2. **Approval of Meeting Minutes:** Judith Ulrich tabled the approval of the minutes for the April Board meeting as no quorum was present.
3. **Report by Board President:** Emily Hildner (Democrat) has resigned from the Board in advance of her term limit for personal reasons. John Kiker (Democrat) will be sworn in on Monday June 5th by Linda Winzer, the Lyme Town Clerk.

Judy reported that Linda had explained the complex candidature of the Board, noting that candidates must be nominated by either Democrats or Republicans for a maximum of 6 (six) representatives per political party, or a maximum of 3 (three) unaffiliated members. Resignations must be sent in a letter to the First Selectman who then passes it on to Linda Winzer who in turn notifies the State.

There is currently one vacant seat on the Board of Directors.

John Kiker also reminded the Board that the Board Agenda must be sent out a minimum of a week in advance of the next meeting.

4. **Library Director's Report:** There were no questions concerning Melissa's report.
5. **Report by Friends President:** Deborah Giaconia reported that the Friends 501c3 status has been renewed and then shared her concern that this status might be affected if no officers are elected at the forthcoming election in June. The Friends of the Lyme Public Library bylaws state that there must be 4 elected officers. Despite an intense Membership Drive and a second letter being sent out by the Nominating Committee to request volunteers to stand for election to the Board, there has been no response. There is only one volunteer for the position of Secretary. The library Board members agreed that the Friends is essential to the running of the library and thanked Deb for all the support her team has given.

Deborah announced their calendar of events for the summer:

The Sweet Spot: June 6th, July 11th and August 8th.

Annual Meeting: Thursday June 15th.

6. **Report by Foundation Chair:** In Jacqueline Jaffe's absence it was noted that Save the Date emails have been sent out for the Foundation's annual Theater fundraiser which will be *Jersey Boys* at the Ivoryton Theater on Thursday, August 31st at 7.30pm.
7. **Old Business:** Report on the Sweet Spot: Numbers attending continue to hover between 25-30 guests. Laura Mooney encouraged Board members to attend and to invite friends and neighbors. It is the Board's turn to provide baked goods at the next gathering on June 6th.
8. **Old Business; Strategic Planning.** Lynn Richmond led the Board through a Power Point presentation which provides data on national and local trends, changing social patterns, library services, community needs, vision, and mission; this information had been collated from various sources including 26 surveys, and emails. John will send the electronic surveys to Lynn for the comments to be added.
Jack Sulger remarked that many of the comments in this survey were not new but were similar to answers in the previous survey, such as the needs for programs and activities for both school children and the elderly, and the ongoing demand for technological support to be available at the library. Discussion followed which included a suggestion for encouraging residents to use E-books by installing a YouTube training video on the library website. The introduction of the LION Consortium should help solve some shortcomings listed in the surveys.

Members present agreed that the extensive work currently being completed will create a new 5-year strategic plan rather than a 2 (two) year update.

Next Steps: Lynn will circulate the power point to the Board; she will select and reorder the material in the power point for the Board to review at the next meeting. She prefers all Board members should participate in the decision-making process and help scribing the final document rather than forming a separate committee.
Lynn also suggested examining the best practices of 3 or 4 neighboring libraries; it is hoped that as many Board members as possible will participate in these visits.

Special Programming needs to be added to Melissa's job description.

We need a Board packet to include contact details for all members of the Board, Friends, and Foundation of the Library.

The meeting was adjourned at 6.55pm.

Respectfully Submitted
Laura Mooney
Vice-Chair of the Board of Lyme Public Library.