

**LYME LIBRARY
BOARD OF DIRECTORS
MEETING MINUTES
JANUARY 31, 2024
DRAFT**

PRESENT: Laura Mooney, Chair, Joan Motyka, Vice Chair, Michael James, Secretary;
John Kiker, Judy Ulrich, Ralph Lewis
Call in: Lynn Richmond,

EX OFFICIO: Melissa Fournier, Library Director

GUESTS: Jeanne Rutigliano, President of the Friends of the Lyme Public Library; Mike Prill, resident and member of the Facilities Committee.

1. CALL TO ORDER:

Chair Mooney called the meeting to order at 5:01pm

2. WELCOME TO GUESTS:

Chair Mooney welcomed Jeanne Rutigliano President of the Friends of the Lyme Public Library; Mr. Prill, who is a member of the Facilities Committee, shared his address and phone number.

3. APPROVAL OF MINUTES:

Ms. Motyka motioned for the minutes from November to be accepted as written; seconded by Mr. Kiker. Minutes accepted unanimously.

4. DIRECTOR'S REPORT

Melissa Fournier reported that all statistics were up year to date: attendance, circulation, and digital. Ms. Fournier reported that the new LYONS system was working well; she urged patrons to put their book wishes on hold as interest from other town's patrons for books in our collection was high. Reports about the Library's programs continues to be excellent. Ms. Fournier reported that part-time Library Assistant Elizabeth Rinehart had resigned, and a search had opened to fill her position. Ms. Fournier discussed the 2024 Action Plan which is aligned with the Library Strategic Plan; she noted that "Facilities" presented the most challenges, specifically the HVAC improvements, a handicap assessable front door; and an improved security system.

Ms. Fournier thanked many of the artists who display their work at the library's Community Room and had donated a percentage of their sales back to the Library. The

Board agreed that in the future, the artists would be invited to a concurrent Sweet Spot to discuss their work.

Mr. Kiker motioned that the Board accept Ms. Fournier's 2024 Action Plan and the Director's Report as written. Seconded by Ms. Ulrich. The motion was passed unanimously.

5. REPORT FROM FRIENDS

Ms. Rutigliano, President of the Friends of the Lyme Public Library reported that Lynn Warren will conduct an audit of the Friends accounts in February; the Friends received a \$400 donation from an anonymous donor; the Library will be adding a "Donate to the Friends of the Lyme Public Library" button on its website; the appeals letters from the Foundation and the Friends will adjust the mailing dates so they are not in conflict; there has been another significant used book donation to the Friends Annual Book Sale.

Ms. Motyka reported that The Sweet Spot continues to be a success with consistent attendance between 25 and 30 residents. The Board discussed possible strategies to increase attendance at the Sweet Spot by reaching out to various local organizations, e.g., The Lyme Garden Club, The Lymes Senior Center, and town organizations such as the Lyme Ambulance Association. We discussed possible plans to increase attendance for both the Friends as well as the various committees of the Board.

6. REPORT FROM THE FOUNDATION

No report from the Foundation.

7. COMMITTEE REPORTS

Outreach Committee:

Chair Mooney reported that Ms. Motyka and Mr. James will co-chair. Committee is planning a "signature event" beginning with a small "Book Festival" with the theme of "Mysteries" then a 2025 town celebration on the life of David Ruggles who was born in Lyme, concluding with a possible "Big Read" event in 2026. Chair Mooney stressed we needed to approach our planning in "small steps" but continuing to focus on a concluding "signature event." Possible other outreach action could include an effort to combat loneliness, and a Book Mobile and the return of the town's Volunteer Fair.

Facilities Committee:

Committee chair Ms. Ulrich reported that the first meeting was attended by Mr. Kiker, Ms. Richmond, Ms. Mooney; the committee discussed progress on installing a handicap accessible front door; security system upgrade; and improved HVAC system which may be possible by this year, or next. Ms. Ulrich suggested adding a LPL Foundations member to the committee.

8. OLD BUSINESS: STRATEGIC PLAN and BY-LAWS REVISION

Mr. Kiker discussed the 2024 Action Plan for the Strategic Plan, and the need for fund raising to enable our work to move forward.

Chair Mooney discussed the on-going work on revising the By-Laws. Ms. Ulrich raised questions about possible additional language for the by-laws. The By-Laws were returned to the subcommittee for further study.

10. NEW BUSINESS

Director Fournier discussed a possible June, '24 Board field trip to the David Ruggles Museum in Springfield, Massachusetts.

11. ADJOURNMENT

Motion to adjourn made by Ms. Motyka, seconded by Mr. Kiker. Accepted unanimously. Meeting adjourned at 6:15 p.m.

REMINDERS:

NEXT BOARD MEETING WEDNESDAY, FEBRUARY 29, 2024

SPRING GATHERING INCLUDING LIBRARY STAFF DATE TO BE DETERMINED.