



BOARD OF TRUSTEES MEETING

Monday, December 4, 2023, 7:00-9:00 p.m.

Location: Converse Free Library

DATE: 12/4/23 TIME: 7pm TYPE OF MEETING: Regular

PRESENT: Brigette Cameron, Melanie Isett (Chair), Alex Nunez, Erin O'Donnell, Deb Robinson, Judy Russell (Director), Kim Werner, Courtney Wise

ABSENT: Meg Lysy

PUBLIC PRESENT: Leigh Prince, School Board Liaison

Call to Order at 7:17pm

1. Public comments

2. Approval of November 2023 meeting minutes

- Deb Robinson made a motion to approve minutes and Alex Nunez seconded. All were in favor of approving the November meeting minutes

3. Library Director's Report

- Statistics Report. Circulation is booming.
- Zoom and in-person programs are continuing, with good attendance.
- The board moved and approved the Director's suggestions for 2024 paid holidays.

4. School Board Liaison

- School will continue to "dovetail" with the Library as the relationship evolves.
- School library policy is under development
- Principal D'Entremont has acknowledged that CFL has saved the school large amounts of money through catalog management, Blisters fundraising, etc.

5. Treasurer's Report – Deb

- Library checking account: we will have a good balance to carry over
- Town budget report - We have 15% left to spend in 2023, right on target.
- 2024 Budget update
 - We agreed to cut \$5000, originally requested for the front steps project (Building Repairs & Maintenance line is now \$1750)



- Vote for the final budget draft. Passed unanimously, with an overall increase of 2.4% requested.

6. Committee Reports

Policy Committee – Brigette & Melanie

- Committee is waiting for the school to make progress with their new Collection Development policy, before editing the Library's version.

Buildings and Grounds Committee – Erin

- Basement window replacement complete; paid for out of Trustee funds
- Air Exchange Unit servicing complete
- Solar array is up and running. Judy can monitor it via an app.
- Front steps will be repaired in the spring. Judy will contact the mason from Enfield who previously gave an estimate

Strategic Planning Committee – Courtney & Melanie

- Courtney, Melanie, and Judy are moving along with a new Strategic Plan to present to the Trustees in January or February 2024

Personnel Committee – Deb & Melanie

- Melanie and Deb met with Judy and provided feedback. Judy established new goals for 2024, with their help. See Librarian's Report for details.

Correspondence – Kim

- Judy will be in touch with Kim about new correspondence needed

7. Business Requiring Action or Discussion

- Friends of Lyme Library Book Sale, Dec. 2, 11:30am-2:30pm
- Board member search: up to three 3-year terms, depending on the decisions of incumbent Trustees whose terms are expiring
 - Deborah Robinson and Brigette Cameron, terms end March 2024
 - 1 vacant
- Discussion regarding size of Board of Trustees, in comparison to other comparable libraries and in terms of need; history of recent conversations with town officials and State Library also addressed.



8. Upcoming Events

- Tech Tuesdays, 1:30-3 pm
- Handcrafters Gatherings, Wednesdays, 2-5 pm
- Mah Jongg at the Library, Mondays & Thursdays, 1:30-3:30pm
- Art Show: Illuminated Poems by James Chandler, ends December 30
- Nonfiction Virtual Book Group - ongoing
- Neighborhood Book Group - started in November
- Friends Used Book Sale - Saturday, Dec. 2, 11am - 2:30pm
- After School Movie - Monday, Dec. 5 (Elemental), 3-5pm
- Art History with Jane Oneal: Gustav Klimt - Thursday, Dec. 7, 6:30pm
- Friends of Lyme Library Board Meeting: Monday, Dec. 11, 10:30am
- Library will be closed Monday & Tuesday, December 25 & 26, Monday, January 1
- Art History with Jane Oneal: Andy Warhol - Tuesday, Jan. 16, 6:30pm

Meeting Adjourned: 8:30pm

Recorded by Deb Robinson, in Meg Lysy's absence