

West Hartford Library

Meeting Minutes 3/16/2022 7:00 PM

Present: Sandie Cary, Laura Brooks, Emily Clough, Veronica Golden, Sadie Woods; via Zoom, Doug Eisler

The meeting was called to order at 7:00 PM.

Pledge of Allegiance

Secretary's Report

Upon motion duly made, the February meeting minutes were approved without correction.

Treasurer's Report

The town budget reflects YTD expenditures of \$ 25,543 (67%) with a balance of \$ 19,959 (33%). Spending is on target and internal library accounting is in agreement.

Director's Report

The library will continue to ask patrons to mask despite the current trend of decreasing Covid cases. Book Club and Craft Time continue; a new DIY theme card is available for pick-up outside the library. Inter-library loans for February were 112; circulation was 547. The Friends of the Library continue to be an important source of support. A new volunteer has been providing assistance as part of a community service component required by a nursing course she is taking. Application for the annual summer reading grant is complete. The theme this year is "Oceans of Possibilities." Most activities will be outside and be tied into the movie nights. Sandie anticipates receiving the money and has suggested purchase of a popcorn maker, button maker and ocean themed books. The library will host HCCVT's free lunch program again this summer; additional volunteers are needed. The Arbor Day Foundation, with sponsor by the state library system, will provide 30 kits to share with patrons for another planned summer activity which will include use of Clifford Park and a scavenger hunt of trees and invasive species. Sandie has been taking diversity courses through the Library Journal and will be ordering a few recommended books to add to the library collection. An indoor air sensor has been received from the state and will be put into use. A few weeks ago, there was an intense skunk-like smell in the library. No propane gas leak was detected and the town will arrange for the septic tank to be pumped out.

Old Business

Upon motion duly made, the board approved to order shelving to be made by John Newton if the Friends of the Library agree to pay for same. Laura requested ideas from board members about re-starting a Farmers Market. Laura has offered to begin an effort to solicit vendors. Sandie recommended Scott Hausler be contacted with any questions around permitting and guidelines. Vital Communities may also be a good contact.

New Business

The library was unsuccessful in submitting the ARPA Grant, as the town was unable/unwilling to provide necessary information within the required time frame. ARPA funds have since been received by the Town of Hartford. A suggestion was made to request approximately \$2300 from in town in lieu of funds not received. Emily will provide board members with additional information about the attempted grant application.

Upon motion duly made, the board accepted Emily's resignation as Chair and approved her request to remain a member of the board. The board also approved Laura Brooks as the new Chair, effective immediately.

Veronica made recommendations to: 1. Review policies and procedures of the library and 2. Develop an annual appeal process. Discussion of these ideas are tabled until the next meeting.

The next meeting is on Wednesday April 20, 2022 at 7:00 PM. The meeting was adjourned at 8:04 PM.

Respectfully submitted,

Sadie Woods
Board Secretary