East Haddam Public Library System

Program Sub-Committee Special Meeting Minutes

Nov 9, 2020

5:00 pm Online via Zoom

Committee Members Present: Chris vanValkenburg, Janine Broe

Committee Members Absent: Chris Delisle

Also Present: Michael Gilroy

Meeting called to order by Chris vanValkenburg at 5:00 pm

1. Old Business
    a. Upcoming Programs (online)
        i. EHFPL First 100 years celebration via Zoom 6pm.
        ii. Will push Scrapbooking event from Wed Nov 25 to Wed Nov 18
    b. Updates on Previous Discussed Ideas
        i. Family Night – Mike will have a meeting with other organizers and keep us updated. Leo club will be decorating the green on Saturday Nov 21.
        ii. Trivia – Will work collaboratively with the community to create trivia questions with various themes such as East Haddam History or General questions. Can reach out to groups and town departments to work together and create teams. This will be a future event after the holidays.
    c. Update on Safe Halloween Drive-Through
        i. Safe Halloween was successful although chilly. Everyone had a good time.
    d. Update to Survey Card – Since Zoom attendance is down for events, will wait to update the survey card after the holidays to see how things are with the pandemic. Will come back to this in the spring.

2. New Business
    a. Light Up the Holiday - EHCL event is going virtual this year due to the pandemic. They will use software where pictures can be uploaded, and bids done online. There will be notifications when you are outbid etc.
    b. Holiday Market – Spotlight of vendors will be on Facebook and possibly vendors can send their business card or information which can be added to the Library newsletter so community members who do not have Facebook can be in touch with them and purchase items.
    c. New Ideas – Are always welcome. Will investigate increasing our events once we know how the rest of the year goes with the pandemic.

d. 2021 Meeting Dates/Times – starting in January, we will continue to meet on the 1st Monday of the month but moving the time up to 4:30pm. We can meet virtually via zoom or in person with social distancing at EHFPL.
e. 2021 Program Goals – will begin to rebuild the program once things calm down with the pandemic. The committee will need to be creative on how to bring the community together and more involved. Once the warm weather returns, we may be able to get guest speakers for outside events. Will have to reimagine how we put on events since there will be a new "normal".

3. Library Metrics
   a. Updates on attendance since reopening – Attendance has been slow with the average of 20-30 people coming into the libraries. It has been an even split between the 2 libraries.
   b. According to the town the heating units have been shipped but not received yet.

4. Audience of Citizens – none

The meeting was adjourned without objection at 5:28 pm.

Next Meeting will be December 7, 5pm via Zoom