Meeting Minutes

EAST HADDAM LIBRARY SYSTEM

Mar 11, 2021

Location: On-line Meeting

6:30 PM

Mission Statement: "The East Haddam Public Library System seeks to enrich lives by helping to build communities of lifelong learners. The system provides access to historical collections, offers materials in print and digital formats, and gives community members opportunities to share in public discussion"

Trustees Present:	Dawn Barlow, John Bielot, Chris van Valkenburg, Jane Chisholm, Juliana Tryon Ranaudo, Janine Broe. Bill Barney,
Absent:	Chris Delisle, Vicky Riley Pach,
Also Present:	Michael Gilroy, Library Director

1. Call to order
   The meeting was called to order of D Barlow at 6:32 PM.
2. Review Minutes from Feb 11, 2021 meeting
   Minutes were accepted as submitted.
3. Reports:
   a. Director's Report: (https://docs.google.com/document/d/1IoVsvIALyopRzdeN5v7l_oz7GuKYRWq8YNs3aua32s8/edit?usp=sharing)
      On March 19th, the Governor will be lifting the maximum occupancy restrictions for libraries and other establishments. This change will not directly affect us, since our actual occupancy rate does not approach our maximum allowable occupancy. Masks, social distancing, and other recommended sector guidelines will remain in place. Five (5) staff members have received at least one vaccination shot. The majority should be vaccinated by early May, although our youngest staff members (in their teens and twenties) may not be vaccinated until summer. The Chatham Health Director recommends keeping current program restrictions in place, for safety sake. The appropriate timeline is under discussion for: people meeting at the libraries, replacing furniture, utilizing program sign-up sheets etc.
      A new (red) Book Drop box has been ordered by the town with delivery expected in 4 weeks. The Rathbun elevator was malfunctioning and serviced last week; Rathbun window replacement project (47 windows) is prioritizing the windows in the main area (historic district restrictions apply). Interlibrary shipment was temporarily disrupted (unplanned driver leave), and now recovering. Budget has been submitted; Boiler project has new cost estimate, ALA grant application has been submitted. Any Library action related to publisher's withdrawal of books (such as Dr Seuss Publisher) will await ALA and CT Library guidance. Friends of Rathbun will begin meeting again.
   b. Subcommittee Reports
      Finance Committee: Snow storm crash that caused book drop box damage is being investigated by police; a comparison of EHLS salaries to rest of CT was requested; spending is on target (2/3 way through year and 2/3 through budget; MicroSoft representative Is confident we can still get discount for applications.
      Governance Committee: Did not meet in the past month;

Programming Committee: met 1 Mar 21 (minutes https://docs.google.com/document/d/1ueRv8PnA5POrAyzurthovGEvr1uuXl6I/edit)

Book Club, D&D, and Scrapbooking events are being attended and will continue. Talk with Expert will be 3rd Thurs of every month (Virus talk does not have clearance for recording/taping); Needlepoint felting 19 Mar; Yoga is offered by Park & Rec, but a library Yoga program on a different day would still be useful; Easter Bunny program, Summer Reading, and Take & Make kits are under consideration.

4. Unfinished Business
   a. Library Covid-19 Update: See Directors Report

b. Proposed 2021-2022 Budget: See Finance Committee Report
c. ALA Rural Communities grant: Michael will update when information is available.
d. Library Board 2019 Effectiveness and 2021 "Year of Recovery" Goals
    i. Support town in creating a plan to address current needs and future development of the EHLS.
    ii. Community Involvement: Programs are all popular; a Library email to patrons will be distributed this weekend.
    iii. New Ways to provide Library Services: Getting MicroSoft databases (useful for job searches and small business information) will help with this, with ALA funding from submitted grant; While some programs are well adapted to ZOOM presentation (eg scrap booking), the social aspect of programs, now missing, will bring back balance when the library reopens more fully with in-person programs. Combination programs that include in-person events, while retaining some of the electronic streaming options now appreciated (ie by those who cannot attend in person) may be considered.
    iv. Become more effective Trustees: Assoc. of CT Library Boards next meeting is not until the fall; recommend logging onto their site ACLB.org for review of their highlights.

5. New Business:
   No new business was identified.
6. Audience of Citizens
   No citizen input was received.
7. Adjournment without objection at 7:22 PM.
   The next Meeting will be on April 8, 2021, at 6:30 PM, to be held at Rathbun and by ZOOM online.