



**Deep River Public Library
Board of Trustees Meeting
Monday, May 8, 2023
7 pm at the Library
Minutes**

Present: Stephani Award, Linda Hall, Alexa Jamieson, Lori Lenz, Kim Olson, Pat Risinit, Susan Rooney, Kathryn Russell, Linda Zimmel

1. Call to Order: The meeting was called to order at 7:00 p.m.

2. Audience of Citizens: Several representatives of the 60-Plus Club of Deep River were in attendance and presented their request to be allowed to meet in the Library's Community Room twice a month. They were informed that a review and discussion of the Community Room Policy would occur later in the agenda and decisions would be communicated to them.

3. Approval of Minutes: Minutes from the April 10, 2023, meeting were approved, with Lori Lenz abstaining from the vote.

4. Treasurer's Report: The report (minus the page showing a trial balance, which was unclear) was unanimously approved.

5. Correspondence: None

6. Library Director's Report:

- Library Stats: Susan Rooney reviewed the library stats for the month of March, noting that usage was generally stable with a slight increase of 4%
- Book Clubs and Programs: Programming has been expanded to reflect the feedback from customer research, and the new programming has been well received and well attended.
- Circulation desk site visits: Susan Rooney shared photos of the circulation desks she has reviewed at other libraries. A selection has not been finalized.
- Riggio window inspection: A second resource has done a physical inspection of the windows, verbally estimating their repair at \$56,000. A written estimate will be provided.
- Erma Black Award and Cook Prize Winners: Staff member Elaine Alexander's book won this prestigious award.

7. Update on Committee Assignments:

- Linda Zimmel reported that no additional concrete progress has been made on the rain garden project. Two bids for the infrastructure work have been received. A third is required by UConn, and there is no update on the status of this third bid. Susan Rooney reiterated the First Selectman's promise that the library board would have final review and approval of the proposed plan and installation.
- Lori Lenz reported that the current art exhibit is being well received and that the art pieces presented are being rotated.

8. Old Business:

- Review of 5-Year Strategic Plan: Key elements of the 5-Year Strategic Plan were reviewed and discussed. Specific areas of progress include the expansion of programming to better match the town demographics and the expansion of publicity.
- Update on CSL Grant Session: Several board members attended this session. All agreed that the grant requirements and process were specific and considerable and that much prep work would need to be done before applying for a grant, which would not be done for another year.
- Possible 3rd Floor Expansion/Window Grant Update: Discussion ensued on possible space use and grant opportunities. It was unanimously approved that 1. a grant request would be made to SHPO for window repair, architectural space analysis and for the development of an architectural plan 2. a grant request will be made to the CT Neighborhood Assistance Program for window repair, and refurbishment and 3. the formation of a Building Committee would be deferred until work on these two grants had been accomplished. Kathryn Russell will continue development of the material for grant submission to the CT Neighborhood Assistance Program and to SHPO.
- Update on ARPA Funding: Susan Rooney reported that the \$50,000 of ARPA funds had been transferred to the library's account.

10. New Business:

- Community Room Policy: Discussion of the policy ensued. It was unanimously approved to amend the policy to reflect the decision that community nonprofit organizations may reserve the use of the room twelve times per year, on a first come, first serve basis.

11. Adjournment: The meeting was adjourned at 8:25 pm.