

**Deep River Public Library
Board of Trustees Meeting**

Monday, August 14, 2023

7 pm at the Library

Minutes

Present: Stephani Award, Linda Hall, Alexa Jamieson, Lori Lenz, Kim Olson, Pat Risinit, Susan Rooney, Elaine Alexander, Linda Zimmel, Sarah Field, and Kathryn Russell, via phone call.

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

The Board welcomed new member Sarah Field.

2. Audience of Citizens: none

3. Approval of Minutes: Minutes from the June 12, 2023, meeting were unanimously approved.

4. Treasurer's Report: Kim Olson reported on the Liberty Bank Accounts. The checking account as of 7/7/23 has a total of \$4,870.29. The Money Market Account has a total of \$25,990.15. On a motion made and seconded the Board unanimously approved the Liberty Bank report.

On a motion made and seconded the Board voted unanimously to accept the Citizen Bank end of year profit and loss statement with the omission of the Liberty Account Details.

5. Correspondence: none

6. Assistant Director Report: Elaine Alexander reported on the success of the Library Summer Reading Program. She explained how patrons were awarded for good reading habits. Participation for adults and children showed equal involvement. Patron's read books and received a raffle ticket for a small prize. The final raffle drawing will be this Friday, August 18.

Elaine also reported on participation for summer events. General /All ages programs very well attended. Critter Caravan, Music by Derek and Bryson Lang having the most people in attendance.

7. Director's Report: Susan Rooney reported on the monthly Stats. June and July had a slight increase.

Susan spoke about the CT Library Association's request for policy updates. The Board will be reviewing the first policy for revision later on in the agenda. All three required policy revisions must be submitted by November.

Susan reported that the Library is not able to add an additional camera to the existing motherboard. Further discussion with Keith Scherber, from the security company, is needed. Susan will have more information at the next meeting.

Circulation Desk Company will be out this week for new circulation desk layout.

Susan reported that an American flag was purchased and is hanging out front.

8. Committee Reports: Lori Lenz reported new art has been put in place by the River Valley Artists and will remain at the Library for another six months. Linda Zimmel reported that the Garden Club's plans are on hold until next spring.

9. Old Business: Kathryn Russell updated the Board on the CT Neighborhood Assistance Program grant. The Grant has been submitted and we will hear if we have been awarded the grant in December. The SHPO grant writing is underway. Kathryn reported that the grant must be submitted by January 2024. Kathryn is waiting to hear if the Library building qualifies to be designated as existing in a historic location. The grant still needs to have a Preservation Plan and a letter from the Town attorney concerning a Historic Preservation restriction.

Both grants are for window refurbishment.

Linda Hall reported meeting with Selectman Angus McDonald and Building Inspector, Richard Leighton concerning building needs as part of the Preservation Plan. Mr. Leighton inspected the Library building and advised the Board that roof repairs and tree limb cutting are needed. Mr. Leighton will review the Preservation Plan.

The Board reviewed the Meeting Room Policy to comply with State recommendations. **Please see attachment.** On a motion made by Sarah Field and seconded by Kim Olson, the Board of Trustees voted to revise the Meeting Room Policy. The changes will be submitted to the Ct Library Association for final approval.

The Board agreed that the Policies be posted on the website by December.

10. New Business: none

11: Adjournment: Meeting was adjourned at 7:55

Respectfully submitted,
Linda Hall