



**Deep River Public Library  
Board of Trustees Meeting  
Monday, December 12, 2022  
7 pm at the Library  
Minutes**

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

**Absent:** Kim Olson, Linda Zimmel

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

**2. Audience of Citizens:** None

**3. Approval of Minutes:** Minutes from the November 14, 2022 meeting were unanimously approved.

**4. Treasurer's Report:** A Treasurer's Report was not available. Discussion was held regarding an ongoing problem with Library bills not being paid in a timely manner by Town Hall personnel. Susan Rooney will meet with the First Selectman to discuss the issue and secure a resolution of the problem

**5. Correspondence:** None

**6. Library Director's Report:** Susan Rooney reviewed the library stats for the month of November. November circulation numbers declined 5%. Programs have been well attended. It was noted that there is only \$1,000 left in the program budget for the next six months.

**7. Committee Reports and Assignments:** Lori Lenz reported that the River Valley Artists will have a show of rotating artwork at the library starting in February.

**8. Old Business:**

- Open House: Discussion ensued regarding various food items members would bring to the Open House scheduled for 12/15. Setup will be at 5 pm. No awards will be given. Susan reported that the event has been well publicized.
- Dog Waste Stations: The Town Crew is on point for setting up the dog waste

stations. Requests have been made to do this over the past 6 months. Linda Hall agreed to reach out to the First Selectman again to determine what is holding up the installment.

#### **10. New Business**

- Budget Proposal: A proposed budget was reviewed and unanimously approved.
- Capital Fund: Discussion of elements to be included in a capital fund was held. Kathryn Russell moved and Alexa Jamieson seconded the motion that Susan Rooney draft a capital fund document including costs for new linoleum, the windows and a new refrigerator. The motion was unanimously approved.
- Trustee By-law Review: The need for review of the Trustee By-laws was discussed. Alexa Jamieson moved and Stephani Award seconded the motion that a subcommittee composed of Susan Rooney, Lori Lenz, Linda Hall and Kathryn Russell review the by-laws and draft a proposed update for review in January. This was unanimously approved.

#### **12. Adjournment:** The meeting was adjourned at 8:11 pm.