

**Bentley Memorial Library Board
Regular Meeting
Tuesday, November 19, 2019
206 Bolton Center Road, Bolton, CT.**

1. Call to Order:

Ms. Hryn opened the regular meeting at 4:05PM.

2. Attendance:

Present at the regular meeting were board members Claire Fazzina, Kelly Goldsnider, Loni Hryn, Dot Neil, Brook Nowak, and Library Director Liz Thornton. Absent from the meeting with notice were Rebecca Holliman and Polly Silva.

3. Approve minutes of the Regular Meeting October 8, 2019.

Minutes of the Regular Meeting October 8, 2019: A motion was made by Ms. Goldsnider, seconded by Ms. Fazzina to approve the minutes as presented. The motion passed unanimously.

4. Correspondence:

Reminder received from Elizabeth Waters, Town Clerk to file Schedule of Regular Meeting Dates, 2020. A donation was received from Sam & Joan Teller for the purchase or acquisition of books and/or audio visual materials.

5. Review of Monthly Library Statistics:

Ms. Thornton distributed October 2019 Statistical Reports to board members, strong attendance to library programs was noted.

6. Review of Library Budget Summary Report: None

7. Director's Report:

- Library Director's Report for October 2019 was shared with board members.
- The library board is working together to complete the tree decorations for Bolton Congregational Festival of Trees.
- Ms. Thornton will read holiday stories at Tree Lighting on the Green 12/7/2019.
- Town Census Committee met today, the goal is to educate and encourage people to complete 2020 Census.
- December 11, 2019 is the Town Holiday Party; an invitation was extended to board members.
- Ms. Thornton will contact Kathy McCavanagh regarding a group session for required Sexual Harassment Training.
- Bolton Lions Club will sponsor a silent auction at the library in December.
- Ms. Thornton reported the library's capital plan will be submitted by buildings and grounds supervisor. The list included the following library updates: meeting room entrance moved, solar panels for the library, a generator, adding a program room to the library, increase in library hours, extra lighting and extra parking.

- Ms. Thornton submitted State Annual Report November 1, 2019.
- Ms. Thornton is currently working on the Town Annual Report.
- Bentley Memorial Library Budget is due to the Town of Bolton 12/27/2019.
- Ms. Thornton reported: great Halloween program attendance including staff dressed in costumes, stories and games. Yo Yo Guy was fantastic, one of the best performances at the library. Adult Book Discussions, Spectacular Women Behind Influential Men this Thursday, 11/21 & 12/19/2019 at 7pm.
- Ms. Thornton is purchasing a Walker Display System with CT Card Grant funds and additional shelving to separate new fiction/nonfiction with CT State Aid Grant. As of 10/1/2019 The Friends of the Library has a balance of \$1656.
- Veteran's collection went well.
- There will be a Chess Club at the library, Mr. Kevin Hartman will facilitate. The club will meet Monday @ 6:30pm. At this time the program is open to individuals 18 or older. Ms. Thornton shared with board members the chess sets purchased for this program.
- A Town Survey notice will be mailed out within the next few days.
- Libraries received multiples copies of Gerald McBoing Boing by Dr. Suess from Hartford Public Foundation.
- On display now, the town of Bolton's annual Giving Tree; take a tag from the library's tree and purchase a gift for a local family in need. Return the tag and an unwrapped gift to the library or Senior Center by December 6. All gifts will be given to Bolton Social Services for distribution.

8. Old Business: None

9. New Business:

Bentley Memorial Library Board Meeting Schedule 2020: A motion was made by Ms. Neil, seconded by Ms. Nowak to approve the following Bentley Memorial Library board meeting dates (meetings take place at Bentley Memorial Library) on Tuesday at 4pm for 2020: January 14, 2020, February 11, 2020, March 9, 2020, April 14, 2020, May 12, 2020, June 9, 2020, July 14, 2020, August 18, 2020, September 8, 2020, October 13, 2020, November 10, 2020 & December 8, 2020. The motion passed unanimously.

10. Adjournment:

A motion was made by Ms. Goldsnider, seconded by Ms. Neil to adjourn the meeting at 5:00pm. The motion passed unanimously.

The next meeting is December 10, 2019 at 4:00PM.

Respectfully Submitted,

Kelly Goldsnider
Bentley Memorial Library Board Secretary

Please refer to minutes of subsequent meeting for any addition or correction to these minutes.