

**Bentley Memorial Library Board
Regular Meeting
Thursday, April 30, 2020
206 Bolton Center Road, Bolton, CT.**

1. Call to Order:

Ms. Holliman opened the regular meeting at 1:05PM via Zoom (meeting will be audio recorded).

2. Attendance:

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

3. Approve minutes of the Regular Meeting March 10, 2020.

Minutes of the Regular Meeting March 10, 2020: A motion was made by Ms. Fazzina, seconded by Ms. Hryn to approve the minutes as presented. The motion passed unanimously.

4. Correspondence:

None

5. Review of Monthly Library Statistics:

Ms. Thornton distributed March 2020 Statistical Report to board members via email, noting library was closed half of the month.

6. Review of Library Budget Summary Report:

Library budget summary is being spent accordingly and is on track for May 1, 2020.

7. Director's Report:

- The library is encouraging patrons to register online.
- Amnesty for fines is extended.
- Downloadable material usage is considerable during closing.
- Purchasing of new books, movies, DVDs and supplies continue as well as withdrawing material.
- All town employees are now on direct deposit.
- The library purchased Tumble Books Library, a streaming service for all ages.
- Baker & Taylor was notified the library is receiving deliveries.
- Meeting Room is closed to patrons at this time.
- Bentley Newsletter changed from monthly to weekly, sent weekly to patrons who have email on file.
- The library disposed of all stuffed animals included in kits.
- BorrowIT CT (formerly Connecticard) is suspended and not sure when services will resume.
- Hours for library staff cover 10am-5pm Monday thru Thursday.
- All staff is set up to work remotely.
- Staff has many projects on going and a lot of work is done remotely.
- Staff has expressed concern regarding safety.
- Patron database is being updated.

- Book Drop is open 24/7, returned material is quarantined. The library is receiving many returns.
- Professional development continues via Zoom meetings.
- There was mention of library budget cut that Ms. Thornton was unaware of, Ms. Sylva will research.
- Patrons are pleased with library services provided. Borrowing material from the library is at your own risk.
- Connecticut has an outstanding Census response; 5/1/2020 is Encouraging Weekend.
- Library requested masks.
- The library is emailing patrons with personal shout outs.
- Ms. Thornton is considering online book discussions and Facebook Storytimes.
- Mr. Josh Kelly requested a Succession Plan for the library; Ms. Thornton reported all staff is cross trained.
- Salary Money for Page and Library Substitute will likely be turned back to town.
- Bolton's 300th Anniversary activities are rescheduled for the fall. The library programs are tentatively scheduled for November.
- Ms. Thornton asked board member to email any ideas they may have for the library newsletter.
- Soft Opening considerations are being discussed.

8. Old Business: None

9. New Business:

The board commends the library staff for their outstanding work and dedication at this time. Thank you!

10. Adjournment:

A motion was made by Ms. Goldsnider, seconded by Ms. Fazzina to adjourn the meeting at 1:45pm. The motion passed unanimously.

The next meeting date is May 12, 2020.

Respectfully Submitted,

Kelly Goldsnider
Bentley Memorial Library Board Secretary

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