

**Bentley Memorial Library Board
Regular Meeting
Tuesday, October 20, 2020
206 Bolton Center Road, Bolton, CT.**

1. Call to Order:

Ms. Holliman opened the regular meeting at 4:00PM via Zoom (meeting will be audio recorded).

2. Attendance:

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

3. Approve minutes of the Regular Meeting September 8, 2020.

Minutes of the Regular Meeting held September 8, 2020. A motion was made by Ms. Neil, seconded by Ms. Nowak to approve the minutes as presented, with the following correction in the director's report summary, the library is **not** accepting donations at this time. The motion passed unanimously.

4. Correspondence:

None

5. Review of Monthly Library Statistics:

Ms. Thornton distributed via email September 2020 Statistical Reports to board members.

6. Review of Monthly Library Budget Summary Report:

Ms. Thornton distributed via email Library Detail Non Salary Town Budget Summary Report 7/1/2020-10/31/2020 to board members, budget is on track.

7. Director's Report:

- A copy of Library Director's Report for September/October 2020 was shared with board members.
- All vacant library positions were filled; Library Substitutes are Tina Prior and Amber Mosley, Library Pages are Dan Bokshan and Taylor Michaud and Library Assistant II is Trish Brudz.
- The town administration has updated the Personnel Policy Manual and the Finance Department Manual. The town has a new intern that will inventory the library's audio visual collection to learn about the Bibliomation System.
- C-Car deliveries are received regularly.

- There will be a display featuring Bolton Woman's Club Favorite audio books, DVDs and adult fiction books.
- The library staff is working diligently reviewing/evaluating the adult fiction series collection.
- The library is offering two adult book discussions via Zoom: *The Keeper of Lost Things* by Ruth Hogan, October 29, 2020 at 7pm and *Fahrenheit 451* by Ray Bradbury December 3, 2020 at 7pm.
- The library is offering two Children's Story time via Zoom October 19 & October 26, 2020 at 11:30am.
- Friends of the Library Paperback Book Sale has returned.
- New to the library: DVD/CD player to examine discs for damage, a picnic table, town crew ran a telephone line to the copier to provide fax service and shields installed at the reference desk.
- The library continues to offer curbside pick-up, in person appointments and thematic book bags.

8. Old Business:

None

9. New Business:

None

10. Adjournment:

Adjournment. A motion was made by Ms. Neil, seconded by Ms. Nowak to adjourn the meeting at 4:35pm. The motion passed unanimously.

The next meeting is November 10, 2020 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.