

**Bentley Memorial Library Board
Regular Meeting
Tuesday, March 10, 2020
206 Bolton Center Road, Bolton, CT.**

1. Call to Order:

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

2. Attendance:

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

3. Approve minutes of the Regular Meeting February 11, 2020.

Minutes of the Regular Meeting February 11, 2020: A motion was made by Ms. Holliman, seconded by Ms. Silva to approve the minutes as presented. The motion passed unanimously.

4. Correspondence:

None

5. Review of Monthly Library Statistics:

Ms. Thornton distributed February 2020 Statistical Report to board members.

6. Review of Library Budget Summary Report:

Library budget summary was distributed to board members.

7. Director's Report:

- According to the people counter, 1500 people visited the library during the month of February.
- A new magazine rack was installed.
- Free copies of *Gerald McBoing Boing* were distributed at the kick off celebrating Dr. Seuss's Birthday.
- The library implemented a new procedure; a form must be completed to use the meeting room. Meeting Room policies are available to patrons.
- Chess Club attendance is sporadic; not sure if the club will continue or be a library program, How to Play Chess.
- Roaring 20's Gala was cancelled.
- Thank you to Mr. Dwire and Mr. Toomey for reinforcing the Women Suffrage Posters.
- Ms. Thornton attended a Census Workshop in Darien, CT.
- Bentley Memorial Library is registered to participate in the Library Passport Program.
- Ms. Thornton and Ms. Neil attended the Budget Meeting, board was happy with the information Ms. Thornton provided. Board of Finance will look into library computer upgrades and Library Subs/Pages same rate of pay.
- Ms. Hryn and Ms. Silva reported the Charter Revision Board Members are at the very beginning of updating/collecting data/procedural things/inclusive language.
- All Library Employees and Board Members are in compliance with the Sexual Harassment Training.

- BHS Card Sign-Up Day is scheduled for March 18, 2020 and Senior Center Card Sign-Up Day is scheduled in April, date to be determined.
- Community Resource Fair, March 13, 2020, was cancelled.
- Freedom of Information Meetings going forward will distribute a detailed Agenda so people will know if they are interested in attending.
- Coronavirus Update: the library received a directive from Town regarding proper hand washing and hand sanitizer was distributed. Professional Protocol Directive if there are questions to contact the Eastern Connecticut Health District.

8. Old Business: None

9. New Business: None

10. Adjournment:

A motion was made by Ms. Goldsnider, seconded by Ms. Fazzina to adjourn the meeting at 4:40pm. The motion passed unanimously.

The next meeting date to be determined.

Respectfully Submitted,

Kelly Goldsnider
Bentley Memorial Library Board Secretary

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