

**Bentley Memorial Library Board
Regular Meeting
Tuesday, November 9, 2021
206 Bolton Center Road, Bolton, CT.**

1. Call to Order:

Ms. Holliman opened the regular meeting at 4:00PM via Zoom.

2. Attendance:

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

3. Approve minutes of the Regular Meeting September 14, 2021.

Minutes of the Regular Meeting held September 14, 2021: A motion was made by Ms. Silva, seconded by Ms. Holliman to approve the minutes as presented with the following highlighted corrections: #5 There is now a way to track **online** library program attendance, Director's Report The library is working with **Bolton High School** Transition Program and next meeting date is **October 19, 2021**. The motion passed unanimously.

4. Correspondence:

A copy of the letter from Hartford Foundation for Public Giving informing Friends of the Library that a grant of \$1537 was processed on behalf of the Bolton Community Funds was emailed to board members.

5. Review of Monthly Library Statistics:

Ms. Thornton distributed via email October 2021 Statistical Reports to board members; noting numbers are steadily increasing.

6. Review of Monthly Library Budget Summary Report:

Ms. Thornton distributed via email Library Summary with Salary Expenses to board members.

7. Director's Report:

- Ms. Thornton shared an email with board members regarding quarantine period for library materials, currently Bentley Memorial Library is quarantining for twenty-four hours.
- The library received eighty-one pounds of cat food donations.
- November and December Virtual Programs and Events (via Zoom): Black Bears in Connecticut with Ray Hardy, 11/29/2021 at 6:30pm, Pajama Story-time and a Craft, 12/9/2021 6:30-7:30pm, Adult Book Discussion "A Christmas Memory" by Truman Capote, 12/6/2021 7-8pm and 2nd Annual Oh So Cozy Blanket Drive will run December to January.
- The library has been asked by the Town of Bolton to continue with the contact tracing sheets.

- The library will host COVID-19 vaccine/booster clinics in November and December.
- The new town website is up and running, the library is waiting for permission to update the library's web page.
- Ms. Thornton informed the library board, the library is tracking the amount of time collaborating with Bolton High School and Bolton Center School.
- The library budget is due 12/22/2021.
- State Annual Report is complete.
- Ms. Thornton emailed copy of fall 2021 Association of Connecticut Library Boards Newsletter to board members.

8. Old Business:

The board members continued with self-assessment using the Assessment Tool created by the Association of Connecticut Library Boards.

9. New Business:

2022 Library Board Meeting Date Schedule: A motion was made by Ms. Holliman, seconded by Ms. Goldsnider to approve the following schedule for meetings in 2022 @ 4pm:

Tuesday, January 11, 2022
 Tuesday, February 8, 2022
 Tuesday, March 8, 2022
 Tuesday, April 19, 2022
 Tuesday, May 10, 2022
 Tuesday, June 14, 2022
 Tuesday, July 12, 2022
 Tuesday, August 9, 2022
 Tuesday, September 13, 2022
 Tuesday, October 18, 2022
 Tuesday, November 8, 2022
 Tuesday, December 13, 2022

The motion passed unanimously.

10. Adjournment:

A motion was made by Ms. Neil, seconded by Ms. Goldsnider to adjourn the meeting at 4:45pm. The motion passed unanimously.

The next meeting is December 14, 2021 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.

