

**Bentley Memorial Library Board
Regular Meeting
Tuesday, December 14, 2021
206 Bolton Center Road, Bolton, CT.**

1. Call to Order:

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

2. Attendance:

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

3. Approve minutes of the Regular Meeting November 9, 2021.

Minutes of the Regular Meeting November 9, 2021: A motion was made by Ms. Fazzina, seconded by Ms. Neil to approve the minutes as presented. The motion passed unanimously.

4. Correspondence:

None

5. Review of Monthly Library Statistics:

November Statistical Report was emailed to board members. Circulation numbers are steadily increasing from last year at this time. Ms. Thornton reported zoom program attendance is good, downloadable items are still going strong and interlibrary loan requests are popular. The library has been busy, which is really great.

6. Review of Monthly Library Budget Summary Report:

Library Budget was emailed to board members, Ms. Thornton reported budget is on track.

7. Director's Report:

- Ms. Thornton shared with board members summer surveys. The surveys contained great comments/positive feedback.
- The library is receiving items purchased with funds from American Rescue Plan Grants to Connecticut Libraries and Hartford Foundation for Public Giving.
- The library held five COVID-19 vaccine clinics. Another vaccine clinic is scheduled for January.
- Blanket Drive will continue through January, these blankets will be donated to a shelter.
- Ms. Thornton read stories at the Town Tree Lighting Ceremony. Ms. Thornton will also be reading stories at the Bolton Center School Snowman Contest this Saturday.
- Library Policies were emailed to board members to review, any edits or suggestions should be emailed to Ms. Thornton. Edits/updates will be discussed at the February meeting.
- The library will be closed this Thursday 12-4pm for the Town Holiday Luncheon at Georgina's Restaurant.
- The Town Annual Report was completed.
- Ms. Thornton will submit proposed library budget next week. She is requesting an increase in Office Operating Supplies line for office supplies, Equipment line for computers and Program Tech Position line for increase in hours. In addition, Ms. Thornton continues to mention Program Room for library. Board will be notified once it is known when Ms. Thornton is scheduled to present her budget.

8. Old Business:

The library board members tabled ACLB Self-Assessment for January meeting. Next month the board will continue with ACLB Self-Assessment Strategic Planning, Policy Making, Professional and Finance.

9. New Business:

None

10. Adjournment:

A motion was made by Ms. Goldsnider, seconded by Ms. Holliman to adjourn the meeting at 4:22pm. The motion passed unanimously.

The next meeting is January 11, 2022 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.