

**Bentley Memorial Library Board  
Regular Meeting  
Tuesday, August 10, 2021  
206 Bolton Center Road, Bolton, CT.**

**1. Call to Order:**

Ms. Holliman opened the regular meeting at 4:02PM.

**2. Attendance:**

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

**3. Approve minutes of the Regular Meeting July 13, 2021.**

Minutes of the Regular Meeting July 13, 2021: A motion was made by Ms. Goldsnider, seconded by Ms. Hryn to approve the minutes as presented. The motion passed unanimously.

**4. Correspondence:**

None.

**5. Review of Monthly Library Statistics:**

July Statistical Report was distributed to board members. Ms. Thornton noted the increase in circulation and reported at a minimum 500 people visited the library during the month of July and 232 people attended programs.

**6. Review of Monthly Library Budget Summary Report:**

Ms. Thornton reported there is not an official budget at this time, the selectman is working on cuts. At this time the requested additional hours for program position was cut.

**7. Director's Report:**

- Ms. Thornton distributed a packet to board members containing detailed notice that was sent out to patrons with email on file, July Statistical Report, hoopla invoice including quantities, program information sheet with breakdown of expenses showing 77% of programs were free, list of the programs held for July and August, a report from Constant Contact showing 30% open rate for Bentley Books and Bits Newsletter, Bentley Memorial Library In-person Program Plan, Vaccine Clinics held at the Library and copy of American Rescue Plan Grants to Connecticut Libraries Application Form with back up.
- Ms. Thornton reported \$15000 grant money from American Rescue Plan Grants to Connecticut Libraries was received this week.
- Staff has been busy with various projects and workshops, Ms. Thornton reported pages and new employees are working great as a team.
- An extra internet drop was installed near copier by Building and Grounds crew.
- Ms. Thornton informed board members there is a copy of 2019 Connecticut Library Trustee Handbook available at the library for review.
- Library Policies were reviewed in 2020, it was suggested that board may want to review these policies. Ms. Silva recommended these policies be added to library website.

**8. Old Business:**

Ms. Thornton and library board members continued ACLB Self-Assessment. Ms. Silva and Ms. Fazzina discussed Board Operation. Next month the board will continue with ACLB Self-Assessment Advocacy and Decision Making.

**9. New Business:**

None

**10. Adjournment:**

A motion was made by Ms. Silva, seconded by Ms. Fazzina to adjourn the meeting at 5:03pm. The motion passed unanimously.

The next meeting is September 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.