

North Haven Memorial Library Board Meeting

Approved 5/18/23

Thursday, March 16, 2023

Present: Ruth Bryant, Shauna DeStefano, Gina Falcigno, Michael Fletcher, Susan Griffiths, Mary Anne Hardy, Kathleen Sheehan Imholt, Dean Volain, Sandi Lion, Secretary

Absent: Ralph Black, Laura DeVaux, Erin MacDonnell

1. The meeting was called to order by Michael Fletcher at 6:36 p.m.
2. Michael Fletcher requested that the January 19, 2023 meeting minutes be approved. A motion was made by Mary Anne Hardy and seconded by Gina Falcigno to accept the January 19, 2023 minutes. All were in favor.

Financial Statement

Michael Fletcher requested that the financial statement be accepted. Ruth Bryant made a motion to accept the financial statement and seconded by Kathy Sheehan Imholt. All were in favor.

Old Business:

- Youth Poet Laureate
 - Gina Falcigno stated that there was a total of four applicants and then the board narrowed the selection down to two. The two applicants were interviewed and Naomi Borenstein was selected by the Youth Poet Laureate Selection Committee, and she has accepted the position.
 - Susan Griffiths thanked Gina Falcigno for her work on the Youth Poet Laureate Selection Board.
 - Naomi will be officially named at the Board of Selectmen's meeting on 4/6/23.
 - Library welcoming event on 4/22/23.
 - Naomi will read her own work, followed by open-mic for teens to read their own poetry.
 - Our Teen Librarian, Emily Tomlin, introduced Naomi to the Library Board and the Library Board congratulated her on being selected.
- Strategic Plan Update
 - Susan Griffiths discussed applying for a grant and hiring a consultant.
 - Kathy Sheehan Imholt asked if there are consultants that specifically work with libraries? Susan Griffiths stated that there are consultants that specifically work with libraries.
 - Ruth Bryant suggested getting consultants lined up.
 - Mary Anne asked about forming a subcommittee in April.
- Michael Fletcher asked for a motion to support Susan Griffiths with starting this process. Mary Anne Hardy made a motion to support Susan Griffiths with starting the process of applying for a grant and researching consultants. Kathleen Sheehan Imholt seconded the motion. All were in favor.

Policy Updates:

- Materials Selection/Deselection Policy
 - Susan Griffiths will have an update on this policy at the May board meeting.

New Business:

Director's Report:

LION

- Sue Griffiths is the LION Treasurer. The LION Finance Board continues to meet bimonthly.
 - Looking at a new fee structure for any new library joining LION.

Budget

- Anticipating a tight budget year upcoming.
 - Susan Griffiths asked members to please vote. The budget public hearing is scheduled for April 4th at the high school.

Building

- Stair treads and creased tape safety strips replacement complete.
- Lights flickering – working with the town's electrician to try and resolve this ongoing issue.
- Actuator replaced due to no heat in kitchen and community room.
- Chiller still on order, but on schedule.
- Cameras installed outside at front and staff entrances.

Winter Reading

- Children's Department had 156 registrants with 82 completed program and picked up prizes.
- Teen Department had 8 register and 3 complete the program.

Collection & Department Updates

- Adult Department
 - Continued weeding of fiction.
 - Music CDs re-cataloging project – ongoing.
- Children's Department
 - Large project of analyzing the non-fiction collection to look for gaps – ongoing.
 - Prepping for Summer Reading.
 - Short-staffed and very busy.
- Teen Department
 - Reclassification splitting the teen area into two sections, Young Teen, and Young Adult complete.
 - Emily T. working closely with the Youth Poet Laureate on requirements of the role and planning future events.
 - Continuing to work with high school and middle school. Planning visits in May to promote summer reading.
 - The Beanstack App is working out well and will be used for summer reading.
 - Working on summer volunteer opportunities.
 - Volunteer opportunities will mostly be working at the summer reading carnival.
 - On May 30th at 5:00 volunteers can apply through the library's website.
 - Received another phone call from a happy parent.

Programs

- Status Quo for adult programming.
- Children's programming is filled with a waiting list for most programs.
- The Inaugural Indoor Plant Exchange with Daytime Gardeners and North Haven Garden Club was a big success. Will plan to run again next year.
- Parent Resource Fair is scheduled for March 25, 2023.
- CT Reads Book Clubs are scheduled for June and July.
- Continued work on the Summer Reading Kickoff Carnival which is scheduled for June 17, 2023.
- Ruth Bryant and Mary Anne Hardy stated that the "Author Talks" have been great!

Databases/Technology

- Started public notification for library app.
 - Gina asked about glitches with the library App. Susan Griffiths contacted the App representative to try and resolve a filter issue.
- *Beanstack* used for Winter reading worked out very well. Patrons are happy and no issues.
- Offered use of TeachingBooks to North Haven schools.

Community Groups

- Will be working in collaboration with North Haven Pride.
 - Children's Storytime has been scheduled for June.
 - Fall program for adults.

Staff

- Sheila Magnotti will be the new clerk in the Children's department to replace Rachel Bernardo.
- Meghan Klemm has resigned to take a full time position out of state, but she will continue working through the end of April.
 - Job posted and in the hiring process now for replacement.
- Noah Garrison has resigned to move out of state. His position will be posted ASAP.

Other:

- Susan Griffiths explained to the Board that the Friends of the Library are in need of some volunteers, especially a treasurer. She asked if anyone knows of someone who might be interested and to please let her know.
- Kathy Sheehan Imholt mentioned that there will be a US Bicentennial Celebration in 2026. There is a State appointed committee, and libraries will be involved. Susan Griffiths will check to see if the Town has any plans for this event at the next department's head meeting. Depending on the library's involvement, this celebration can potentially be written into the Strategic Plan.

Adjourn:

The next Library Board meeting will be held May 18, 2023, at 6:30 p.m.

A motion to adjourn was made by Mary Anne Hardy and seconded by Kathleen Sheehan Imholt. The meeting was adjourned at 8:01p.m.