Lyme Public Library
Board of Directors

Meeting Minutes

December 1, 2021

Present: Jack Sulger, Chairman; Judy Ulrich, Vice-Chair; Diane Brown, Temporary Secretary; Diana Fiske; Emily Hildner; Laura Mooney; Mary Stone.

Ex Officio: Melissa Fournier, Library Director; Steve Mattson, First Selectman.

Also present: Deb Giaconia and Jo-Ann Shettles, The Friends; Morgan Regan.

1. Call to order: Jack Sulger called the meeting to order at 6:00PM. He asked for the appointment of a temporary secretary as this was elections night. Diana Fiske nominated Diane Brown, Mary Stone seconded, and Diane Brown was elected Temporary Secretary.

2. Remarks by visitors: There were no remarks by visitors.

3. Approval of prior meeting minutes: Jack declared the minutes from the October 27, 2021 meeting approved as submitted.

4. Librarian's Update:

- Melissa said that the town Facilities person made updates to the security cameras outside in addition to adding air purifiers and self-cleaning mousepads to the library.
- The Library website was also updated to reflect more info on adult programming.
- Melissa has connected with the media specialist at Lyme Consolidated and they are going to have the Kindergarten classes visit the library this December. The children will learn about the library and how to apply for a library card.
- Melissa said that her racial equity book club is being recognized by other libraries. There are currently members from five libraries, including ours, that gather virtually to participate. The Old Lyme Library has shown interest in this too.
- Future plans for child patron outreach include engaging the elementary school-age children in a design-a-library bookmark contest. Their individual designs will be displayed and the Board will serve as the judges for the different grade categories.
- A "story walk" between Lyme Consolidated School and the Library is also in the works!
- Melissa also shared that Theresa Conley's mother passed away on Thanksgiving and the staff was able to attend the services. Anyone wishing to contribute for flowers is welcome to do so.
- Melissa discussed the creation of an anti-bullying policy for the library. She is going to get a draft going for review by the Board and Steve Mattson.
- Upcoming programming was discussed. This includes a seasonal concert, a holiday topiary making session, and a make your own junk journal from recycled books.

Elections of Officers: The Nominating committee consisting of Diane Brown, Chair; Diana Fiske, and Emily Hildner presented a slate of candidates. It was passed with no opposition. The new Chair is Judy Ulrich, Vice-Chair is Diana Fiske, and Secretary is Diane Brown.

5. Friends Update:

- Deb Giaconia reported that Holly Rubino has joined The Friends as the program chair. Out of their $4,000 program budget, $1175 has been spent. There is $2824.00 still available.
- The November Book Nook sales totaled $80.
- The Friends currently has 54 members but hope to increase membership.
- The next Friends meeting is January 20th at 10 a.m. and they would love to have a Board member present. Laura will try to attend as well as Judy.

6. Foundation Update: Jack said that he thinks that the annual appeal letter for the Foundation will be forthcoming soon.

7. Old Business:

Strategic Plan – The Strategic Plan needs a current Board member to step up and track that we are where we need to be with this. Judy is going to speak to Melissa and get her input on the elements that we wish to focus on for the plan moving forward.

8. New Business:

- The 2022 meeting dates were distributed, and there was a unanimous vote to adopt them. Meeting start time is 5:00PM, with the exception of the December meeting starting earlier for the holiday party.
- Mary Stone made a motion to add a discussion of the budget to the agenda, which Emily Hildner seconded. All voted in favor. Aspects of the budget were discussed. A special meeting will be held (tentatively on December 15th at 5:00PM) to prepare for the budget.

9. Executive Session: None.

10. Next Monthly Meeting: January 26, 2022 at 5:00PM.

11. Adjournment – The meeting was declared adjourned at 7:10PM.

Respectfully submitted,
Diane Brown, Secretary