

**Easton Public Library
Board of Trustees Regular Meeting Minutes
Zoom Meeting (recorded)
April 5, 2021**

Present: L. Dollard, G. Bindelglass, A. Burke, V. Rozo and L. Zaffino Guest: Renee Neiger,
Friends of the Library Representative

1. Meeting was called to order at 7:06pm.
2. Minutes from March : Meeting minutes were approved with a motion by Adrienne and seconded by Linda.
3. Treasurer's Report: The money that was transferred to Vanguard placed into a short term treasury fund.
4. Library Director's Report : Please see attached. In addition, it was noted that the Friends of the Library meets on the fourth Wednesday of the month from 7-8. Starting tonight, the library will be open until 6 on Mondays, Tuesday and Wednesday, pre-covid hours.
5. Friends of the Library Report: Fundraising events and opportunities were discussed.
6. Bills and Communication : Bills that came in last month were paid. No other communication received this week.
7. Public Participation : None
8. Old Business:
 - a. Anne Lindquist Award: Will be presented to Dolly Curtis this year. Recognition ideas were explored.
 - b. Expansion/Building Committee: A suggestion was made to dissolve the existing building committee as it has been inactive for approximately two years. The Board does not feel that we should move forward with this project today. The agenda item will remain on the agenda to be re-evaluated every other month.
 - c. Board Self-Evaluation: Pro Forma Elements for Board Assessment was distributed and discussed.
9. New Business:
 - a. Memo of Understanding with Friends of the Library: Was presented and discussed. The addition of an insurance policy for events was suggested. This will be added to the document and presented next month. The Friends will have a discussion with the First Selectman regarding the insurance coverage.

Motion for adjournment made by Gloria seconded by Adrienne. Meeting adjourned at 8:00

Next meeting May 3, 2021

Submitted by,
Gloria Bindelglass

EASTON PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING – April 5, 2021
LIBRARY DIRECTOR'S REPORT

1. Our new Library sign was hung and unveiled on March 30. It looks great! Mike Ogrinz and his family have generously decided to donate it to the Library.
2. Bob Knapik has replaced Kevin Krug as a Library Assistant – Circulation & Information. He started on March 29 and is working out well.
3. The Library's callback with the Board of Finance took place on March 31. We had to give back \$3,775 of the increases we had requested - \$2000 for Programming, \$175 for ALA Membership, and \$1,600 for Digital Resources. The furloughed position will remain on furlough for the upcoming budget year.
4. In a conversation with Dave Bindelglass, it was decided that we would open up the meeting rooms again, effective April 1. Community Room capacity is 25 and Conference Room capacity is 6.
5. The Friends of the Library has appointed Renee Neiger as the liaison to the Library Board. She will attend Board meetings going forward.
6. Upcoming special programs include the following (all are virtual):
 - 4/12 – Rhyme Time (ages 3-5)
 - 4/18 – Climate Change Program (adults)
 - 4/22 – Post-Divorce Financial Planning (adults)
 - 4/23 – Super Spelling Smackdown (All ages)
 - 4/29 – Co-sponsoring Movie Screening at Christ Church – *Traces of the Trade* (adults)
 - 5/6 – Career Pivot Program (adults)
 - 5/12 – Blood Drive
 - 5/13 – Author Talk – Madeleine Henry (adults)
 - 5/13 – Zoom Show & Tell (Gr. K-5)
7. The Youth Services Dept. is also offering several grab-and-go crafts, and they have created several videos for viewing (Make Seed Bombs, Haiku Zine How-to, In the Kitchen with EPL).

Submitted by Lynn Zaffino
4/1/21