

**Bethany Library Association (BLA) Clark Memorial Library (CML) -- Library Board Meeting**  
Tuesday, September 28, 2021

**ATTENDANCE:**

Gayle Bogel (Library Director)	Susan Hartnett
Betsy Thornquist (President)	Mark Hawes
Jenny Turner (Vice President)	Helen Hawes
Sheila Lane (Treasurer)	John Pellicano
Calico Harington (Secretary)	Nancy Seaton
Meghan Gallagher	Steve Massey
Serena Guerrette	Jeremy Garritano

**ABSENT:**

**Meeting was called to order at 7:02 by Betsy Thornquist, President**

**Action Item 1: Welcome and introductions – Jeremy Garritano**

Prospective board member Jeremy Garritano was introduced to the board. He is a Bethany resident who works at Yale as a scientific librarian.

**Action Item 2: Investment Update**

\$514,892 balance as of last night's close.

Steve recommends transferring \$28,000 to treasury bonds.

Susan moved to transfer the funds, John seconded the motion. All voted in favor, none opposed; none abstained.

**Action Item 3: Friends update (Betsy)**

Kathy Zollo is stepping down as President of the Friends but will remain as a member. The Board would like to present her with a gift and a card. Susan will research possible gift ideas.

**Action Item 4: EVA – Discussion of a possible meter and rate (Gayle)**

So far the EVA has been used very little. It has not been metered separately so we do not know the current cost to the library. It could be metered separately and a credit card reader could be attached if the cost is more than negligible. Dave Walton said that this is easily done. The Woodbridge Library has had an EVA for years. We can check with them to see what their policies/costs are, as well as the EVA company.

**Action Item 5: Proposed meeting dates for 2022 (Calico)**

Discussion of the proposed board meeting dates for 2022. The schedule was accepted with the revision to hold the December 2022 meeting on the 13th rather than the 20th.

### **Action Item 6: Grant Update (Gayle)**

We were not successful with the Digital Navigator Pilot grant. Additional funds will become available in the coming months, and we can apply again.

### **Action Item 6: Committee Updates**

- Governance - No update
- Development
  - Susan Hartnett has agreed to take over as chair.
  - Annual Drive
    - It is important to send out handwritten thank you notes within a couple of weeks of receipt of a gift. Typically each board member signs up for a block of time to write notes for any gift that comes in.
    - The Gratitude Report (annual giving report) mailer will go out in October.
    - The Annual Drive pledge card will go out a few weeks later, in November.
    - Legacy Fund planning is in progress.
- Building & Grounds
  - Children's Room - All materials have been moved to their temporary location in the former teen section upstairs. All the old bookcases have been donated to the Bethany Historical Society. So far we are under budget. The contractor is Diversity Construction Group, LLC in Cheshire.
  - Painting - John Shugrue has been painting the building. The cupola is in good condition. The gutters are lead-coated copper, so they just needed a little work and repainting. The chimneys will need repointing.
  - Sidewalk - We have had no luck finding an asphalt or concrete contractor. Diversity Construction will organize the new concrete sidewalk. The entire sidewalk will be replaced, but the plantings will be maintained. Diversity will provide a proposal and price.

### **Action Item 7: Harvest Festival (Gayle)**

The Harvest Festival is this Sunday, from 11-4. The library will offer new and renewal library cards. There will also be a raffle and a postcard project at the library table, as well as information about the brick fundraiser. There is room for more volunteers. Gayle will set up a schedule.

### **Consent Agenda:**

1. July minutes
2. Director's Report
3. Financials

## BLA Meeting Minutes September 2021

Serena moved to accept the consent agenda, Mark seconded the motion. All voted in favor, none opposed; none abstained.

### **New Business:**

- The next regular board meeting is scheduled for 7:00 pm on 10/26/21.

**The meeting was adjourned at 7:58 pm.** Calico moved to adjourn the meeting. Nancy seconded the motion. All in favor; none opposed; none abstained.

Meeting minutes were prepared by Calico Harington