

**Bethany Library Association (BLA) Clark Memorial Library (CML) -- Library Board Meeting**  
Tuesday, May 25, 2021

**ATTENDANCE:**

Gayle Bogel (Library Director)  
Betsy Thornquist (President)  
Jenny Turner (Vice President)  
Sheila Lane (Treasurer)  
Calico Harington (Secretary)

Meghan Gallagher  
Susan Hartnett  
Mark Hawes  
Helen Hawes  
John Pellicano

**ABSENT:** None

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

**Action Item 1: Investment Report (Steve Massey)**

\$503,584 balance as of last night's close.

**Action Item 1a: Financial Report (Betsy)**

Betsy shared the May 2021 financial report. Some items were above budget and others were below, but overall expenses have balanced out pretty well.

**Action Item 2: Thank you Cards (Betsy)**

Betsy thanked the Board for writing thank you cards to donors.

**Action Item 3: Reopening Plans (Gayle)**

The building hours will be expanded on June 1. The new hours will be 12:00 - 6:00 for both curbside and outside Tuesdays, Wednesdays and Thursdays; 2:00 - 5:00 on Fridays and 12:00 - 5:00 on Saturdays.

The current reopening adjustments plan is based on the Connecticut Department of Healthy Guidelines. There will be no changes to mask wearing or quarantine of materials. We will continue to encourage short 20 minute visits, and bathrooms will not be open. Computers will likely not be available. We will reassess in mid-June for any changes to our current routine.

Since under-12 patrons are not likely to be vaccinated before December, we will continue to offer masks to these younger patrons.

**Action Item 3a: Board Meeting Format**

There will be no chairs available in the Community Room for in-person Board meetings before the children's room renovations are complete. Space could be made available upstairs. A suggestion was made to meet in person once per quarter and to meet via Zoom for the remaining meetings.

#### **Action Item 4: Donor Appreciation Event**

Scheduled for Saturday, July 24th from 4-6, with a rain date of July 31st. We will invite everyone who donated in 2020 or 2021. Paper invitations will be mailed with Eventbrite emails to donors for whom we do not have mailing addresses. RSVP to Library phone number.

Each board member is requested to bring two potluck items.

It will be an outdoor event. Nice way to show off the new garden. Nancy Seaton might be able to come speak briefly about the Pollinator Pathway. Sheila will get very nice bookmarks to give donors.

#### **Action Item 5: New Board Member proposals (Gayle)**

Gayle has two suggestions, Betsy Seaton and Serena Guerrette, but she has not yet approached them yet. Both have done extraordinary work and are very organized. If they are interested, Gayle will invite them to attend a board meeting.

#### **Action Item 6: Children's Room RFP**

The RFP is ready to send to the State Library. It will be a long process--6 weeks total. An architect or professional drafts person is required.

#### **Action Item 7: Committee Updates**

- Governance - No updates
- Development
  - Legacy Fund - Susan has been working on this. We need to determine how to track membership and what language we will use in terms of what a bequest might look like.
  - Sci Fi Fundraiser - Sheila has some donated, signed sci fi books by Martha Wells and Claudia Grey to raffle as a fundraiser. Jenny also has an author friend who might donate additional books.
- Buildings & Grounds - No updates

#### **Consent Agenda:**

1. April minutes
2. Director's Report

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

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**New Business:**

- The Friends Book Sale will be Friday June 4, from 2:00 - 5:00 and Saturday, June 5 from 12:00 - 5:00. There are a lot of books. Board members are encouraged to help with the sale.
- The next regular board meeting is scheduled for 7:00 pm on 06/22/21.

**The meeting was adjourned at 7:57 pm.** Sheila moved to adjourn the meeting. Mark seconded the motion. All in favor; none opposed; none abstained.

Meeting minutes were prepared by Calico Harington