

MEETING MINUTES OF THE BOARD OF LIBRARY DIRECTORS

MONDAY, January 3, 2022

Bristol Public Library, 5 High Street, Bristol CT 06010

ATTENDEES: Valina Carpenter, Pina Salvatore, Nick Jakubowski, Elizabeth Kanachovski, Andrea Kapchensky, Eric Frenette, LaCea Stewart-Roman

Absent: Jarre Betts

Council Liaison: Sebastian Panioto

Staff: Deborah Prozzo, Library Director
Scott Stanton
Christine Cooper, Recording Secretary

Item 1 – Call to order

Chairperson Carpenter called the meeting to order at 6:30 p.m.

Item 2 – Audience Participation

A member of public thanks the library directors for lighting the tree in the parking lot.

Item 3 – Approval of Minutes

Director Kanachovski moved to approve minutes of the December 6, 2021 Regular Meeting Minutes. Seconded by Director Kapchensky. Motion passed.

Item 4 – Communications

Deborah Prozzo read letters received.

- The library received a thank-you from Sharon Allen regarding the computer lab usage and assistance and complimented Seth Ramos for his help and knowledge.
- Received a request from City Hall to use meeting room space during renovations. They were able to accommodate many of the requests.
- Advocates for Bristol Seniors sent \$1,000 towards programming. Programs for seniors will start up again in March.
- Friends of the Library also received some funding.
- Message from the Comptroller's Office regarding the Budget Review. They were asked to put in the Community Outreach Truck as an ARPA request. Mrs. Prozzo is meeting with the Comptroller's office this Thursday.
- There has been no reply from the neighbors across the street.

Item 5 – Committee Reports

- a. Finance Committee
No Report.
- b. Property Committee
No Report.
- c. Policy Committee
No Report. A new Chair is needed for this Committee.

- d. Strategic Planning Committee
No Report.

Item 6 – Ad-Hoc Committee Reports

- a. Library Director's Report
- The statistics for November were reviewed. There was an upswing in attendance but then the new covid variant affected the attendance.
 - She thanked Eric and St. Joseph's School for the school visit and increasing the new card registration.
 - There was some increase in program attendance. This is being monitored as it then began to decrease.
 - Some patrons using the facility expressed appreciation.
 - The cleaning protocols are still in place with air purifiers.
 - Meeting rooms are still being used and the regular groups are back.
 - The budget is on track and there is an uptick in revenue.
 - She spoke about "fine-free" happening at other libraries.
 - Library Trust Fund – Have not yet received the funds from the Main Street Community Foundation.
 - Holiday programs were well attended.
 - Reconfiguration of YA area – please take a look at it
 - o 6 computers were removed from the lab and brought to the YA area
 - o Using plexiglass dividers
 - o There is also a 3D printer in this area
 - o There is also a 3D printer and laser-cutter now in the computer lab
- b. City Council Liaison Report
- Parking Issue: the issue discussed last month has come up in conversation at City Hall and the personnel he has spoken to were understanding of the circumstances and supportive of the actions that were taken.
 - At-Home covid tests will be distributed tomorrow beginning at 8:30 a.m.
- c. Friends of the Library
- \$1,000 was received from the recent library sales
 - Next sale will be March 2 – 6
 - The next meeting is January 13
 - They have applications forms for "Friends" if new members are interested
 - Bristol Senior Advocates awarded a \$1,000 grant to Friends
- d. Bookmobile Committee Report
No Report.

Item 7 – Old Business

There was no old business.

Item 8 – New Business

- Director Carpenter asked everyone to please sign the thank-you card for Bonnie Lodovico who has resigned from this board.
- It was suggested to have a contingency plan for next month's meeting just in case and have an option to do a virtual meeting.

Item 9 – Adjournment

Director Frenette made a motion to adjourn the meeting at 7:00 p.m. Seconded by Director Jakubowski. All present voted in favor and the meeting adjourned.

Respectfully submitted,

Christine Cooper
Recording Secretary

This meeting was digitally recorded.