

Seymour Public Library Board of Directors Meeting Minutes

Thursday, October 15, 2020 – Zoom Teleconference (Regular Meeting)

Attendance – Paula Chapla, Joyce Koslowski, Jean Uhelsky, Debbie Wasikowski, Suzanne Garvey (Library Director), and Jessica Osborne (Recording Secretary).

1.) **Call to Order** – Chair, Paula Chapla, called the meeting to order with the Pledge of Allegiance at 6:06PM.

2.) **Approval of the Minutes from the September 17, 2020 Regular Meeting** –
Motion to Accept: Joyce Koslowski
Seconded by: Jean Uhelsky
Vote: 3-0-1

3.) **Approval of the Treasurer's Report through July and August 2020** –
Motion to Accept: Joyce Koslowski
Seconded by: Jean Uhelsky
Vote: 3-0-1

4.) **Librarian's Report – September 2020** –

The library opened for Curbside Pick-Up on Wednesday, June 17, 2020. Continuation of Curbside Pick-Up through July and August.

June Total of bags picked up for 10 days open: 181

Books Picked Up:

Adult – 365; Children – 250; YA – 15

July Total of bags picked up for 20 days open: 560

Books Picked Up:

Adult – 839; Children – 596; YA – 54

August Total of bags picked up for 20 days open: 469

Books Picked Up:

Adult – 793; Children – 499; YA – 43

September Total of bags picked up for 20 days open: 527

Books Picked Up:

Adult – 893; Children – 537; YA – 69

Programs:

SEPTEMBER 2020
LIBRARY
REPORT

Four Children's Programs were offered in September. R. Troop runs the book clubs. S. Garvey is giving the pre-school Storytimes on Facebook Live (only one for September).

Adult Programs: Four programs for the month, cumulative 50 attendees. A kombucha and a Kimchi DIY – 8-9 attendees. Book Club at the Land Trust and Jason Scappaticci's World's Fair program had 26 attendees. Nice Work Jason! (Spoiler – his CT Witch Trial Talk last night had 100 attendees through Zoom! He maxed out our Zoom capacity!)

Open for Computer Use as of Tuesday, September 15, 2020

SPL opened for computer appointments and limited visits inside the library. There is no browsing possible, but we have been able to help people get DMV visits, fill out online applications, get their email, and connect to the world again. Also, patrons are using the catalog to order books with us up front that allows them to connect with us a bit again.

We have roughly six patrons a day coming in – often more since we do get walk-ins, on Friday less.

5.) Comments on Librarian's September Report –

In response to questions from last month about the Treasurer's report, Suzanne mentioned that the Library purchased a book scanner and paid dues to the Connecticut Library Consortium. The \$26,000 on the report was incorrect because the \$7,000 from Valley Flooring needed to come off. The report has since been changed to \$19,000.

Paula stated she is glad to see that the number of books being borrowed is going up.

Suzanne mentioned that the bathrooms are open in the library. Libraries in some other towns do not have their bathrooms open at this time.

Suzanne said that the number of patrons in the building per day is up to 10. The cap is 17.

Paula stated that Suzanne's report was good and she appreciates seeing the numbers of books borrowed.

Suzanne said she will add the monthly spending to the report.

Joyce asked if Suzanne talked to Tony Caserta about AC unit cover. Paula stated that would be her that contacted Tony is still waiting to hear back on that and is following up.

6.) Public Comment –

No comment.

Old Business:

7.) **Library Website (Funding, Update)** –

Suzanne and Paula met with Peter the previous Monday. Paula is waiting to hear back from Peter regarding the Website. After they get additional information, they will present it to the board.

8.) **Tables in the Library (New Developments)** –

Paula cc'd the board on an email about the tables and finishing. There is some concern about the rigid cleaning schedule and cleaning solution removing the finishing. Paula would like to get samples before making a decision. An update on this is pending.

New Business:

9.) **Discussion of IT plan that would upgrade a specific amount of computers each year** –

Paula stated that it was Alex Danka's suggestion to upgrade computers on a regular basis. So far, the purchase of 7 new computers has been approved – 3 "all in one" and 4 traditional. The "all in one" computers would be used by the staff. The "all in one" computers cost a little more than the traditional ones.

10.) **Laptops for Library & Zoom – Windows 10 or Mac** –

Paula stated that she doesn't want Mac Laptops because nothing else in the library is Mac. It was concluded that the board would see how things go with the newly purchased computers.

11.) **Public Comment** – No comment.

12.) **Library Board of Directors Discussion** –

Paula stated that she is part of a virtual book club and asked Suzanne for book ideas for the club. Paula thanked Suzanne and said she really enjoyed the book *Hillbilly Elegy*.

13.) **Adjournment of Meeting** –

A motion to adjourn the meeting was made by Joyce Koslowski at 6:33PM and seconded by Debbie Wasikowski.

Approved: 4-0-0

Action Items:

Suzanne – Add monthly spending to Director's report

Paula – Follow up on AC unit covers

Respectfully Submitted,

Jessica Osborne, Recording Secretary

10/20/2020