

**Andover Public Library Board of Directors Meeting Minutes**  
**355 Route 6 P.O. Box 117 Andover, CT 06232**

**Monday February 5, 2024 at 6:30 PM**

**Meeting** called to order by Cathleen Desrosiers **Time:** 6:37 PM

**Date:** February 5, 2024

**Place:** Andover Public Library Children's Room

**Board Members in Attendance:** Cathy Desrosiers, Dianne Grenier (via Zoom), Lisa Kurtz, Sharon Shevchenko, Jeff Ballard (Alternate 1) and Amy Orlomoski (Librarian). Absent: Linda Fish, Brad Kelle (Alternate 2)

Jeff Ballard was seated for Linda Fish.

**Additions to the Agenda:** 8b. Welcome Packet

**Adoption of Agenda:** Sharon Shevchenko motioned to accept, Seconded by Lisa Kurtz. Approved by all.

**Meeting Minutes** of January 8, 2024 were reviewed: Dianne Grenier motioned to accept, seconded by Lisa Kurtz. Approved by all.

**Librarian's Report** Amy reported that Overdrive use is up significantly. Children's numbers are down a little bit. Discussion on how to bring more young adults to the library. The library offered 10 programs during the month of January.

**Financial Report:** Amy has asked the Town for the second half of the money for the library, awaiting response. Vacuum roller needed replacing.

**Motion to accept Financial and Librarian's Reports:** Jeff Ballard motioned to accept, seconded by Sharon Shevchenko. Approved by all.

**Old Business:**

**Task List items:** Board members are consistently addressing items on the task list and making progress. The current task list was reviewed.

1. Daniel Burnap Tall Case Clock update - Waiting on Daniel Pellino (contract information) and schedule for repairs to the clock. Discussion on installation of the clock.

2. Bathroom Remodeling- Dianne Grenier has obtained a quote from Brian Mawdsley and is awaiting quote from Design Center East for estimates on the work. Cathy will take this item to CIP.
3. Outside Electrical Outlets- Suggestion to possibly put outlet at the base of the flagpole. The Board will revisit the plan prepared by Sharon Shevchenko in the fall.
4. Outside Lights Plan - Possible low-level landscaping lighting, to remain on task list for discussion.
5. Outdoor Activity Sign - Board members are to review the website links Lisa sent and make notes on preferences (size, colors, style, etc.) We will discuss again in March and Lisa will take information to the company to obtain a quote.
6. Line Item for Donations - Dianne has made many attempts to speak/meet with the town treasurer and will follow up with the new treasurer after budget season.
7. Spigot on East side of Building - to be removed from Task List
8. Building Log - Lisa and Julie (acting AFOL President) to review Building Log this month
9. Emergency Light Batteries - Amy to speak with Willie Bell and also about mural light.
10. Flowers for Sandy Kent - Cathy sent flowers and Board received lovely thank you note. To be removed from Task List.
11. Custom Closets - Jeff Ballard to make an appointment with Wendel Maynard of Home Depot to look at the potential for storage at the library.
12. Policies File/Binder - Brad Kelle absent from tonight's meeting so we will discuss at our March meeting.
13. Frame for New Library Card Photos - Cathy shared a template of a frame design to be used for this purpose. Board members are enthusiastic about this. She will ask Cathy Campen to make a final version of the frame. Cathy will also speak with AES superintendent Valerie Bruneau for guidance on photographing younger patron Note: September is New Library Card month, National Library Week is in April

**2024-25 Budget** Budget has been submitted, no response from the Town as of this date.

## **New Business**

- a. Gutter drip over front entrance.

Do gutters need cleaning? (last cleaning December 2021)

Where is the drip coming from? Ask Willie Bell to check on this.

**b. Welcome Packet**

To be sent out in May. There are 30 new households. Dianne to prepare packet and Sharon to address envelopes.

**9. Upcoming programs/events and ideas**

- Husky Hoops rescheduled to 2/23/24
- Take your child to the library event, Mr. Magic 2/21/24 6:00 p.m. at the library

The following possibilities were discussed:

- 80th anniversary of the Circus Fire
- Psychic Medium
- Adult show-and-tell
- Story Corp/Human Library
- Cabin Fever history talk, East Haddam library
- Visiting artist
- Lives of Quarry workers (Portland Historical Society)

**Comments from the Friends of the Library:**

- Julie reports a grant will enable the Friends to present two nature photography programs.
- Friends will probably have an auction in May (volunteer dependent)
- Discussion of two concerts, one in the summer and one in the winter.
- No book sale in Fall 2024.

**General Board Discussion:**

Discussion on thanking Karen Zito for offering rock painting sessions.

**Review Action Items**

Action items contained in Task List items.

**Public Comment:** none

**Next meeting:** March 4, 2024 at 6:30 pm at the Library.

**Adjournment:** 8:11 p.m. Motion made by Jeff Ballard, seconded by Sharon Shevchenko. Approved by all.

Respectfully submitted by  
Lisa Kurtz, *Andover Public Library Board of Directors, Secretary*

*Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.*