

**Andover Library Board of Directors
July 13, 2020 Meeting Minutes
Regular Meeting
191 Bunker Hill Road**

Meeting: Time: 7:22 pm Date: July 13, 2020 Place: 191 Bunker Hill Road

Board Members in Attendance: Cathy Desrosiers (Chairman), Dianne Grenier (Secretary), Linda Fish, Lisa Kurtz, Julie Victoria, Amy Orlomoski (Librarian), and Sharon Shevchenko (Alt.) Jeff Ballard (Alt.), Cathy Campen (Guest)

Additions to the Agenda: None

Adoption of Agenda: Motion to accept: Julie Victoria, Seconded, Linda Fish. Approved by all.

Approval of June 1, 2020 minutes: Motion to accept: Julie Victoria., Seconded: Liza Kurtz. Approved by all.

Financial & Librarian Reports: Motion to accept: Dianne Grenier, Seconded: Julie Victoria. Approved by all. The payment to CEN for Fiber-optic Internet Service will be \$712.50 paid quarterly starting January 1, 2020. Julie Victoria reported the funding from the Alice Moe funds from the Hartford Foundation for Public Giving is approximately \$5,000 yearly available on October 1. We used \$15,000 in October of 2015 for the soffits repair and \$15,000 in November 2018 for computer/printer (\$5,000) and mural project (\$9,839).

Librarian's Report Abbreviated: The library opened to the public on June 1 for curbside pickup only and on June 17 for limited inside service and abbreviated hours under COVID-19 guidelines. June Circulation: 827 Collection Size: 19,971 Computer Use: 40 Programs: 3 Patrons: 146 E-Readers 0 OverDrive 224. The full Librarian report was presented to the members before the meeting. Cathy Campen's Zoom story hours will be added to children's programming.

COVID-19 Coronavirus Operations: Generally going well. Patrons and staff have adjusted to the new normal and library operations are going smoothly. Much discussion regarding possible re-opening the Library on Saturdays. A big concern is the need to have 2 staff on duty. Amy will check to see if she can find two staff willing to work on Saturday. Library Board members will take this issue up again at the next meeting. Three new phones were added to eliminate phone sharing because of COVID-19.

Unfinished Business: Task List items:

Library Board of Directors continues to address open items on the Task List.

Laptop refurbished: Two laptops have been refurbished by Kennedy Exchange to accommodate Zoom meetings required because of the COVID-19 pandemic.

Parking lot bumpers: Cathy Desrosiers and Dianne Grenier met on June 11, 2020 with First Selectman Jeff Maguire and Adrian Manderville to address the parking lot bumpers. All agreed to 5 bumpers in front of the mural. Jeff Maguire to have Town Administrator, Eric Anderson contact Cathy Desrosiers to make arrangements for purchase and installation. Ron Bisson has agreed to pick them up and install.

Spring Cleaning: Cathy Desrosiers has called multiple times and has not been able to reach KT Cleaners for details.

Connectivity Grant: Front stoop work has been added to Connectivity Grant being coordinated by the Town Administrator Eric Anderson. Work expected to start in late summer early fall.

Lawn Irrigation: Approved by the Board of Selectmen and will be installed following the Connectivity Grant project.

Andover summer C.O.O.L. Camp: canceled because of the COVID-19 pandemic.

Outside Electrical Outlet on the patio side of building: although past records indicate an outlet was installed one could not be found. Bill Desrosiers will investigate further.

Handicap Parking & Book Drop Sign: Dianne Grenier spoke to Public works who said they would install one. The sign has not been installed yet. Dianne Grenier will follow up.

New Business:

New Town Website (www.AndoverCT.Org): Launched on July 8, 2020. Amy Orlomoski will manage the Library's page of the Town Website.

Mural vandalized: The new mural on the back wall of the Library was defaced with black spray paint in the early morning of July 5. Three individuals have been identified and arrest warrants have been issued. Town Administrator is in contact with the Town Insurance company and working on getting the mural restored. Andover Resident State Trooper informed us the vandalism is not social, political or racially motivated.

Upcoming Library Events and programs: None

Comments from Friends of the Library:

Auction: Because of the COVID-19 pandemic, this year's auction will be a silent auction held on-line. Auction plans and advertising are currently being worked. 75 items are being offered. Auction to take place July 24 -31.

Summer Concert: Has been canceled because of the COVID-19 pandemic.

Board Discussion:

Dianne Grenier reported that the BOS said the new camera, microphone and tripod for the Library is expected in this week. Nothing for the board to do until they actually arrive. Questions were raised about training and how we might use them.

The Board of Directors held a short social just prior to this meeting to recognize Cathy Campen for her efforts during the COVID-19 period. Snacks, a gift and a "Certificate of Appreciation" were presented along with our deepest appreciation and Thanks. The certificate read *"In appreciation of your dedication to the Andover Public Library and its patrons during the COVID-19 pandemic with daily story hours readings. It is the privilege of the Andover Library Board of Directors to recognize and pay tribute to you and your contribution to the Andover Public Library by presenting this certificate of appreciation to you as a small token of our gratitude."*

Dianne Grenier read a letter from the Board of Selectmen member, Paula King expressing how upset she was to learn about the mural vandalism and thanking the Board for all the wonderful programs they offer the public.

The board extended a hardy "Thank You" to Sharon Shevchenko for hosting this meeting with social distancing.

Adjourned: 8:50 pm. Motion made by Julie Victoria, Seconded by Linda Fish. Approved by all.

Next meeting: August 3, 2020

Respectfully submitted:

Dianne Grenier, Library Board of Directors, Secretary

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