

## Andover Public Library Board of Directors Meeting Minutes

Special Meeting December 4, 2023

**Time:** 6:30

**Date:** December 4, 2023

**Place:** Andover Public Library

**Board Members in Attendance:** Cathleen Desrosiers (Chairman), Linda Fish, Sharon Shevchenko, Jeff Ballard (seated), Brad Kelle (Alternate 2), Lisa Kurtz (absent), Dianne Grenier (absent) Brad Kelle left meeting at 6:53 to attend Inland Wetlands Meeting

**Meeting called to order:** 6:34 pm by Cathleen Desrosiers

**Adoptions to Agenda:** N/A Special Meeting

**Adoptions to Agenda:** Cathleen Desrosiers motioned to accept, seconded by Linda Fish. Approved by all.

**Approval of November Meeting Minutes:** Cathleen Desrosiers motioned to accept, seconded by Jeff Ballard. Approved by all.

**Financial Report:** Amy Orlomoski reported that heating vents are making an impact. Vents and heater are paid for by the town. Cathleen Desrosiers to ask about diverters for heat. Financially we are fine, with no glaring expenses.

**Librarian's Report:** Amy reported that circulation dropped slightly for November. The Library was closed four business days in the month of November which could have had an impact of circulation numbers.

**Motion** to accept both the Financial and Librarian's reports Jeff Ballard, seconded by Linda Fish.

### Old Business:

#### a. Task List Items:

- i. Daniel Burnap tall case clock -no news, waiting to hear from Daniel Pellino
- ii. Bathroom remodel-on hold until after Christmas, We will get 3 estimates then take CIP for understanding and approval.
- iii. Outside Electrical Outlets- on hold until spring, safety light stripping for floor an option-Cathy Desrosiers to explore
- iv. Outside Lights plan-remains tabled
- v. Basement heating update-yes, better with new vents-take off agenda
- vi. Outdoor sign-tabled till next meeting
- vii. Line item for donations-tabled, Dianne looking into this
- viii. Began last week, staff appreciates this
- ix. Discussion under budget
- x. Spigot for east side of building -revisit in spring
- xi. Building Log -ongoing- tabled-Julie and Lisa working on this
- xii. Thank you notes completed and taken off agenda
- xiii. Check emergency light batteries-Amy to check on
- xiv. Flowers to be sent to Sandy Kent. Cathy to send
- xv. Look at Custom Closets-library storage 2024 tabled-still working on

#### b. 2024-2025 Budget

- i. Library Board went into budget discussions

**Motion** to present 24-25 budget with a 6% increase in all salaries with a total budget increase to 118,567 by Cathy Desrosiers with a second by Linda Fish. All approved motion-Budget adopted.

**New Business:**

- a. We welcome Brad Kelle to the Andover Public Library Board of Directors as Alternate 2.
- b. New addition to the end of the agenda: Tabled until we see Dianne

**Upcoming programs and Events:**

- Cathy suggested for 2024 the Human Library Idea where humans tell their stories-this is being done around the world presently
- speaker January 16th to speak on the UCONN Huskies-will need to rsvp for attendance
- possibility of a cooking club/cookbook dinner group
- speaker on yoga (Anna Bedard Glowacki)

**Comments from the Friend of the Library:** Basket Palooza going on with 39 baskets in total, drawing on the 19th

**General Board Discussion:** none

**Public Comment:** None

**Next meeting:** January 8, 2024 6:30 pm

**Adjournment:** 7:50 pm Motion made by Jeff Ballard, seconded by Linda Fish. Approved by all.

*Respectfully submitted by Sharon Shevchenko, Andover Public Library*

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