

**Andover Library Board of Directors  
November 4, 2019 Meeting Minutes**

**Meeting: Time:** 7:05 pm **Date:** November 4, 2019 **Place:** Andover Public Library

**Board Members in Attendance:** Cathy Desrosiers (Chairman), Dianne Grenier (Secretary), Linda Fish, Lisa Kurtz, Julie Victoria, Sharon Shevchenko (Alt), Amy Orlomoski (Librarian) and Gretchen Stein (Andover Friends of the Library, President).

**Absent:** Jeff Ballard (Alt)

**Additions to the Agenda:** None

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

**Approval of October 7, 2019 minutes:** Motion by Julie Victoria Seconded Lisa Kurtz Approved by all.

**Financial & Librarian Reports:** Motion to accept by Dianne Grenier Seconded: Julie Victoria Approved by all. Amy Orlomoski reported waiting for the CEN consultant's bill. Linda Fish discussed items from Town Audit report. Board continues to wait for meeting to be scheduled by Town Administrator to discuss Library financials. Amy Orlomoski reported about 15 happy trick-or-treaters stop by the library on Halloween. Amy Orlomoski reported Library numbers are generally good.

Circulation: 1,210 Collection Size: 19,752 Computer Use: xx.x hr. Programs: 12 Patrons: 577  
E-Readers show no one signed them out.

**Unfinished Business: Task List items:**

**Mural Project:** Painting completed. Sealer coats to be applied this week. Dianne Grenier motioned to authorize Cathy Desrosiers, Library Board Chairman, to approve and request the final payment of \$2,800 to the mural Artist Sara Walling (29 Heron Hill Road, Amston, CT 06231) from the Library Mural Project Fund. Julie Victoria seconded the motion. Approved by all.

The Mural Project Committee continues to work on lighting and bollards.

**Painting of wrought Iron fencing:** Cathy Desrosiers received one quote for \$2,500. She will continue to seek out other quotes.

**Surge Protector:** a whole house surge protector was installed by Ackert Electric of Coventry on October 24, 2019. Amy will follow up with Tim Ackert to ensure the Library electrical is properly grounded.

**Well Plumbing:** Plumbing work that was authorized at last month's meeting was completed on October 18, 2019.

**Change in Library Hours:** Continues to be discussed. No action will take place until after the new year as library staff collects more patron usage data.

**Meeting dates for 2020** have been revised: It was recognized that July 6 would be a holiday so July meeting date has been changed to July 13. Dianne Grenier to notify the Town clerk of the change.

**New dates:**

Jan. 6, Feb 3, Mar 2, Apr 6, May 4, June 1, **July 13**, Aug. 3, Sept 14, Oct. 5, Nov 2, and Dec 7

**Andover Volunteer Fire Department offered CPR and First Aid class:** Two members of the Library staff attended and received updated CPR certification.

**"How to Run Legal and Effective Public Meetings" program** was offered by CT Conference of Municipalities (CCM). Dianne Grenier and Julie Victoria attended. Both thought it was informative. Efforts to bring this class to Andover are underway.

**New Business**

**Board of Selectman scheduled to reappoint members** at Wednesday, November 6, 2019 meeting.

**Water to the outside faucet** has been turned off in the basement for the winter

**Holiday Library Hours** were discussed and approved by the Board of Directors.

Wednesday, November 27, 10:00- 4:00pm

Thursday, November 28 (Thanksgiving) through Sunday, December 1 Closed

Tuesday, December 24 & Wednesday, December 25 (Christmas) Closed

Thursday December 26 10:00am – 4:00pm

Friday, December 27 Closed (regular hours)

Saturday, December 28 10:00am – 2:00pm (regular hours).

Monday, December 30 and Tuesday, December 31 10:00am – 4:00pm

Wednesday, January 1 Closed

Thursday, January 2 Noon – 8:00pm (regular hours)

**Holiday Celebration** Library Board has invited the Library staff to a casual post-Holiday party at the Library on Tuesday, January 7, 2020 from 6:00pm – 8:00pm. This is an opportunity for the Board of Directors to show appreciation for the hard work done year-round by the staff. Board members will supply food and beverages.

**Cathy Campen to return;** Board members were delighted to hear Cathy Campen will be returning to the Library staff early in 2020 from her sabbatical. No date was announced.

**Programs:** Future programming ideas were discussed including a Spelling Bee, Creative Writing, Set Back Card Game Tournament and “How Town Government Works”.

**Scheduled Programs:**

Wednesday, November 6th – 6:30PM – **Connecticut 169 Club:** Your Passport And Guide To Exploring Connecticut with author Martin Podskoch.

Tuesday, November 26th – 7PM - **The Fisher in Connecticut** with DEEP Master Wildlife Conservationist Paul Colburn.

Saturday, December 14th – noon-2PM – **Library visit with Santa & Mrs. Merry Claus** [library open for regular business 10AM-noon only].

Monday, December 16th – 6:30PM – **Cookie Swap.** We are looking for 12 bakers to make 6 ½ dozen cookies of the same variety. We will exchange these cookies on December 16th. You MUST pre-register for this event by calling the library (860-742-7428) or emailing (andoverctpubliclibrary@gmail.com).

Thursday, January 9th – time TBD – **All About Curling** with Paralympian Steve Emt. [Snow date: January 16th].

Tuesday, February 4th – 7PM – **The Grotesque 10:** Amazing Architectural Sculpture from ten American Colleges & Universities with author Mathew Duman.

**Ongoing Library Events:**

Monday Morning Stitchers (knit, Crochet, etc.) meet every Monday morning at 11:30am – 1:00pm.

ACT (Andover Creative Threads) Evening Stitchers meet on third Monday evening of each month at 6:30pm.

Express Book Discussion meets on the second Wednesday of each month at 12:30 – 1:30pm.

Evening Book Discussion generally meets on the last Monday of each month at 6:30pm.

**Friends Comments:**

**Continuing to look for a new president.** Gretchen Stein will be stepping down at the end of the year.

**Benches for the patio** have arrived and will be cemented in place soon.

**Annual Friends meeting** will be Tuesday, November 12 at 5:45 pm.

**Arrangements made for Santa visit,** December 14 Noon – 2:00pm. Cookies, Entertainment, mail box, elves, etc.

**Adjourned:** 8:50 pm Motion made by Julie Victoria Seconded by Lisa Kurtz. Approved by all.

**Next meeting:** **December 2, 2019** at 7:00pm.

Respectfully submitted:

Dianne Grenier, Library Board of Directors, Secretary