

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

**Special Meeting**  
Monday, October 2, 2023  
Andover Public Library

1. Call to order
2. Additions or deletions to the agenda
3. Adoption of the agenda
4. Approval of September 11, 2023 minutes
5. Librarian Financial Report
6. Librarian Report
7. Old Business
  - a. Task List -
    - i. Daniel Burnap tall case clock update.
    - ii. Bathroom Remodeling – Sub-committee to report
    - iii. Outside Electrical Outlets and lights - Sharon Shevchenko has researched this and obtained quotes which were shared with the Board. Eric Anderson to be contacted with Board's recommendation of David Whitehouse. Will town pay for this? Stress safety issues.
    - iv. Outside Lights Plan – Temporarily tabled
    - v. Basement Heating – Cathy D. to follow up with Eric A. regarding this matter
    - vi. Outside Window caulking and painting – in progress
    - vii. Future storage needs for the Library – Dianne G. has prepared a letter to the town requesting space for the library at the new Community Center.
    - viii. Outdoor Sign – Lisa has contacted AES for information, awaiting response but meanwhile will research possible signs.

- ix. Bulb in light over mural – Bill D
- x. Signage at the Library – Document has been completed.
- xi. Memorials at the Library – Lisa to prepare a statement of “guidelines” for November meeting.
- xii. Line Item for Donations – Cathy D spoke to the Treasurer and we are able to have a line item for donations. See “New Business” for further discussion.
- xiii. Staff Appreciation – Board members to sign up on calendar to bring treats to the staff in December/January.
- xiv. Salaries – need to follow up on Children’s Program Director salary adjustment.
- xv. Loose Front Railing – Amy O has reported to Willie Bell.
- xvi. Spigot on East Side of Building – need two more quotes. Dianne obtained Mytec quote. Cathy Desrosiers to check with Homestead, Sharon Shevchenko to check with John the Plumber.
- xvii. Building Log – Julie Victoria to help Lisa organize Building Log (ongoing)

b. 2023-24 Budget

8. New Business

- a. Library Board Reappointments
- b. Invite resident interested in Board Alternate position to upcoming meeting
- c. Library Donations Account
- d. Friends of the Library Liason
- e. Copier
- f. 2024 Meeting Dates

9. Upcoming programs/events & ideas
10. Comment from Andover Friends of the Library
11. General Board Discussion
12. Public comment
13. Adjournment
14. Next Meeting November 6, 2023