

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

**Special Meeting**

Monday, November 6, 2023  
Andover Public Library

1. Call to order
2. Additions or deletions to the agenda N/A Special Meeting
3. Adoption of the agenda
4. Approval of October 2, 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 - On hold due to water pump and heating concerns. Safety lighting around circulation desk is needed.
    - iv. Outside Lights Plan – Temporarily tabled
    - v. Basement Heating – To be continued
    - vi. Outdoor Sign – Lisa looking into possible signs.
    - vii. Bulb in light over mural – Bill D to replace
    - viii. Memorials at the Library – Lisa to prepare a statement of “guidelines”\*
    - ix. Line Item for Donations – Has the town treasurer organized library accounts per Board’s request?  
Mural/Donations
    - x. Staff Appreciation – Board members to sign up on calendar to bring treats to the staff in December/January.

- xi. Salaries – need to follow up on Children’s Program Director salary adjustment (2024 budget minimum wage \$15.65 January 1, 2024)
- xii. Spigot on East Side of Building – Revisit in the Spring.
- xiii. Building Log – Julie Victoria to help Lisa organize Building Log (ongoing)

b. 2023-24 Budget

8. New Business

- a. Welcome new Library Board alternate
- b. Library Director Contract
- c. Library Board Reappointments, swearing-in

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 December 4, 2023