

Farmington Libraries since 1901
Library Board Minutes
June 15, 2022

Attendees: Chris Lindquist, Lisa Warner, Jorie Andrews, Terry Roberts, Norma Hartley, JoAnn Cephas, John Teahan, Maureen Bittner, Henry Gu, Andy Baron, Keith Vibert, Alex Thomas

Quorum: A quorum was determined. The meeting was called to order at 7:13 pm.

Approval of Minutes:

The minutes of May 18, 2022 were reviewed. A motion to approve as written was made by Andy and seconded by Maureen.

Chair's Report:

Jorie announced that this month's meeting would be shorter so that the Board can go into Executive Session. Jorie welcomed Terry Roberts as the interim Board chair and thanked her for volunteering to step in. Jorie reported that the staff held a very nice reception for Caroline Ford and the Assistant Director position has now been posted.

Director's Report:

Chris reported that Melissa Graham has agreed to act as interim Adult Services Librarian. Chris stated that he would like the Board to be involved with the Assistant Director search.

Chris reported that the Community Forum, the last program in the Diversity, Equity and Inclusion initiative, went very well. It lasted for over 2 hours and the attendees were very engaged. The next phase is to conduct a diversity audit of the teen collection as a test for conducting similar diversity audits of the other collections at both the Main Library and the Barney Library.

Chris consulted with the insurance agent for the Library and a claim was submitted to the carrier regarding the water penetration issues at the electrical conduits. An adjuster was onsite and met with Greg and Chris. His recommendations are included in the Board packet.

Chris reported that he, Greg and Monique met with Assistant Town Manager Kathryn Krajewski and the project manager for the new High School Construction project and relayed concerns of traffic and public safety related to the temporary parking lot and traffic patterns. He also took the opportunity to discuss the ongoing parking issues at the Barney Library.

The Children's Room redesign is going very well and Erika anticipates holding a reception in October or November.

Chris thanked the Friends for funding the new program that will provide online live author talks.

Monthly Usage Statistics:

Please see the information included in the Board packet.

Budget:

Chris anticipates a surplus at the end of the fiscal year. He has earmarked some of that amount to offset the increased health insurance costs. No employees chose the HDHP/HSA health insurance option and

the concern is that the health insurance premiums will continue to rise each year without some proactive measures to encourage enrollment in the HDHP/HAS option.

The additional surplus amount will be used to cover the increased hours for staffing the desk.

Special Committees:

Personnel Committee – Alex stated that the written report suffices for the update.

Capital Planning Committee –Matt was not present. Chris presented an update in his Director's Report.

Technology Committee – Henry reported that the wireless access points need to be configured with filtering. The committee will be discussing the filter policy at an upcoming meeting.

Farmington Room – Andy reported that the committee is planning to consult with a traveling archivist to help develop a plan/strategy for conserving, scanning and digitizing items in the collection. So far, 4,733 objects have been uploaded to CTDA.

Art Committee – Norma provided a list of artist recommendations to Heidi and is waiting to hear about dates.

Old Business:

None

New Business:

Terry Roberts stated that she will be working closely with the Board to find a new chair.

Public comment: None

Adjournment: The meeting adjourned at 7:46 and the Board moved into Executive Session.

Next meeting: September 21, 2022 at 7:00 p.m.

Respectfully Submitted by Lisa Warner, Secretary