

DRAFT
Bloomfield Public Library
Board of Trustees
Conference Remote Meeting
August 10, 2021

Attendance: Elizabeth Lane (*Library Director*), Ava Biffer (*Chairperson*), Leah Farrell (*Vice-Chairperson*), Todd Cooper, Kathy Haller, Maxine Ursery, Christopher Siloac (*Library Staff*)

Absent: Beverlee Merritt

Quorum present? Yes, 5 of 6

A. Biffer called the meeting to order at 5:35 p.m.

Roll Call – A. Biffer performed roll call and noted the absence of B. Merritt and T. Cooper. T. Cooper joined the meeting shortly after roll call.

Report from the Friends of the Bloomfield Public

Book Sale Carts – A. Biffer read the report from the Friends. The free book carts have been well received. The Friends are set to meet on August 11 to discuss selling books again.

Chairperson's Report

Summer Reading – A. Biffer encouraged everyone to answer the summer reading survey.

Evaluation of Library Director – The library board will need to do E. Lane's evaluation at the September meeting. A. Biffer will send the board the evaluation document in preparation.

Director's Report

Sensitivity Training – All town employees will attend sensitivity training that focuses on the words we choose to use when speaking to co-workers and the public.

CIPA Compliance – E. Lane reminded the library board that the public network at both buildings, as well as the hotspots, are compliant with the Children's Internet Protection Act.

McMahon Technology – Two additional PCs were recently installed at McMahon. The PCs are located in the teen area.

Hiring – The library is in the process of hiring two pages and a library assistant. The search has ended, so the process is now entering the interview phase.

Library Documents on Website – BPL's strategic plan and social justice mission statement are now accessible from the About menu on bplct.org.

CLC Mystic Seaport Event – E. Lane recently attended a special Connecticut Library Consortium (CLC) event—*A Spectacle in Motion: The Grand Panorama of a Whaling Voyage 'Round the World*—at the Mystic Seaport Museum. The event featured a private viewing and resulted in the museum gifting BPL a museum pass for patrons to use. Elizabeth thanked CLC and Mystic Seaport for their work as partners with the library community and urged the board to attend next year's special event.

Little Free Libraries – E. Lane recently met with Henriette Herzfeld and Tollie Miller, who oversee many of Bloomfield’s little free libraries. The meeting addressed strengthening the relationship between BPL and the little free libraries and their shared mission of inspiring people to read.

Summer Reading – This year’s summer reading program has 400 registrants, more than last year, and ends on August 20.

Monthly Statistics – E. Lane noted some key usage statistics from July: 83 library cards, 6,500+ visits, 65 programs with 1,873 participants, and 1,200 tech sessions. The high level of program participation reflects the work that youth librarians Heidi Sacchitella and Nicole Dolat have done through connections with the board of education. E. Lane encouraged the board to spread the word on the library’s technology services.

COVID-19 – BPL continues to adapt to the COVID-19 environment. E. Lane reminded the board that the library has never changed its masking requirement. With families and children being a key patron group, the library continues to work with the health district and public works to provide safe buildings, especially for those who are not yet eligible for the vaccination.

Back to School Fair – Mara Whitman and Quincey Gill represented the library at the Back to School Fair at 330 Park on Saturday, August 21.

Jukebox Bingo – The library will close out summer reading programming with the Jukebox Bingo event on August 19.

Wasps – The wasp problem on the third floor at Prosser, which includes the director’s office, was recently mentioned by a town councilor at a council meeting.

Old Business – There was no old business to discuss.

New Business

CT State Library State Grant for Public Library Construction – E. Lane reviewed the state library’s construction grant process and timeline, including the September 1 deadline for the application. The library hopes to have the application and most of the supporting documents submitted early, in order to have more time for review and needed changes. **Motion by A. Biffer to formally approve the submission of the Connecticut State Library State Grant for Public Library Construction application, to be submitted by the library director, by the September due dates noted in the application timetable;** seconded by L. Farrell and passed unanimously.

Public Comments – There were no public comments.

MOTION by T. Cooper to accept the minutes of the July 13, 2021 meeting as presented; seconded by M. Ursery and approved unanimously.

MOTION by M. Ursery to accept the minutes of the July 27, 2021 special meeting as presented; seconded by L. Farrell and approved unanimously.

MOTION by M. Ursery to adjourn the meeting at 5:58 PM; seconded by K. Haller and approved.

Respectfully submitted,

Christopher Siloac
Technology & Administrative Coordinator