

**Meeting of the Library Board of Trustees
Conant Public Library
Minutes of March 9, 2020**

Open Meeting:

Call to order: 7:00 pm

Roll Call:

Present: Glavin, Leclerc, Mahar, Petullo, Scannell.; also present Library Director, Patricia Campbell

Absent: Carlin

Members of the public present: Sterling-Lancaster Community Television filming the meeting and Heide Martin

Review/Approve January 13, 2020 Meeting Minutes (February 2020 meeting cancelled):

Motion to accept: Scannell. Second: Glavin

Unanimous

Director's Report

Circulation:

*Overall circulation is 11% higher than last year at this time

*Downloadable materials are sustaining their 20% upsurge

*Library visit and program attendance numbers are equal with last year despite the disruption and closing of the library for three days due to renovation

Finance:

*The library director met with town finance committee in February to review the FY 2021 budget

*March's warmer temperatures may keep electric costs closer to projected budget

Facilities Report:

*The town capital committee reviewed the library's \$30,000 request to develop the preliminary plan for a new elevator and increased the amount to \$50,000

*Staff is locating studies and plans from previous building projects to determine compliance with state and local requirements for the elevator improvements in conjunction with board of health and building inspector

*Town departments and staff will coordinate efforts to assess feasibility of the preliminary architectural/engineering plan

Services:

*In February the library offered 18 programs for adults with 212 attendees and 17 children's programs with attendance of 231 for a Year-to-Date total of 213 program and attendance of 3,061

*The children's room hosted the following programs in February:

- 8 regular story times
- Drop in Valentine's Day card-making
- Drop in PJ story time
- Mobile mini golf
- Drop in clay day
- Kids cook
- Third and fourth grade book club
- Picture book club
- LEGO club
- Drop in sensory playtime

*Staff have added have two additional programs: Appetizer Afternoon and watercolor painting

*The library is commemorating the 100th anniversary of the 19th Amendment

*The library's Facebook page is nearing 500 followers

Next posted meeting date: April 6, 2020

Adjournment: 7:48 pm

Motion to accept: Scannell. Second: Leclerc
Sara Petullo, Secretary