



Brunswick Community Library

BOARD OF TRUSTEES MEETING MINUTES

July 18, 2023 - 6:00 pm

Attendees: Alix Duggan, Jennifer Gordon, Sara Hopkins, Therese Goyette, Fred Wobrock, Matt Perfetti, Jen Mainello, Jennifer Shatz, Andrea Wedler

Excused: Kevin Mainello

Absent: Grace Kosinski

Call to order 6:04 pm

Approval of May 2023 and June 2023 minutes

Motion to approve the May 2023 and June 2023 minutes by Alix Duggan; seconded by Therese Goyette. All in favor; motion carried unanimously.

Treasurer's Report

The reports from May & June 2023 show typical numbers for the library, with passport income up somewhat. The 50/50 raffle at the town concert (7/11/2023) yielded \$560 (as the winner opted to donate their portion to the library). The library is negotiating how to get county money, which is pending and delivered through a virtual card. With the use of the virtual card, a percentage is lost in fees to PayPal (3% of \$7,030). We are trying to switch to direct deposit. Andrea Welder will see if the bank can transfer the funds with no fee. Matt Perfetti suggests speaking to former board member Dan Casale to see if he can advise on the situation. The Finance Committee has already approved the May 2023 and June 2023 Treasurer's Reports. Motion to approve the Treasurer's Report by the Finance Committee; seconded by Matt Perfetti. All in favor; motion carried unanimously.

Director's Report

The full report was distributed via email. Summer reading is in progress (through August 18); all ages are welcome to participate. Recent events included: Medieval Day (July 8); Kids Clothing Swap (July 10 and 11); Small Garden Design (July 18). Upcoming is Civil War Day (July 22). Numbers for the library are level with this time last year.

Committee Reports

Buildings & Grounds: Kevin Mainello excused, but sent detailed information.

Memorial Bench and Honor Garden engraved paver project status: John Gavin will install pavers and walkway for \$16/square foot, including excavation, base layer, edging, and paver installation; this cost does not include the purchasing of the pavers. There is a 40 square foot minimum. Kevin has a brochure from Bricks R Us, which is based in Florida, but ships nationally. They will engrave any material, and the cost is reasonable, allowing us to keep 75%

of the cost. Sara Hopkins will edit the flier. We should aim for a September unveiling, with July and August spent finalizing details on the materials. Thanks to Fred Wobrock for the connection to John Gavin. Fred inquired how late in the season bricks could be installed; this is likely to be October/November.

2024 construction grant for building re-siding: There are no samples yet; this is tabled for now.

Annual Appeal/Fundraising:

Brunswick Summer Concerts: The 50/50 raffle at the Town Concert (7/11/2023) yielded \$560. The library is the 50/50 beneficiary for the following upcoming Town Concerts: The Oldies Show on 8/22/2023 and Kyle Bourgault Band on 9/5/2023. We have staffing for both upcoming events.

There are three upcoming events for the fundraising committee to plan:

Fall Fest: Fall Fest is confirmed for September 24th from 12 - 4 pm. Sara Hopkins is looking for book and bake sale volunteers. Moose on the Loose food truck is confirmed. Uncharted Wild will do a reptile show at 3 pm. There is no August meeting, so planning this event needs to be a high priority. Sara will circulate a spreadsheet for volunteers. If there are enough volunteers, she would like to add a family craft. Virginia Anderson (attending as a member of the public) stated that the Girl Scouts would help with a table (e.g, face painting). Sara Hopkins suggested reaching out to a local Lord of the Rings group whose members could attend in costume. Jen Mainello (and/or Virginia Anderson) will reach out to Cindy at Engel's for donuts. Sara Hopkins noted that we'd accept any donations, if donuts are not available. Jen Mainello inquired about farm animals; Sara can reach out to Moody Farms. Jen Mainello will reach out to Nothing Bundt Cakes to see if they'd consider donating. Sara will reach out to Julie Chapman to see if she has a new title (perhaps a Christmas book). Alix Duggan will add Virginia Anderson to the fundraising email list.

October BBQ: The board agreed on an October BBQ event, potentially in connection with a jack o lantern carving event. Members of the public could carve pumpkins and bring them to the library; in advance of the BBQ, the library would light the pumpkins and arrange them along the walkway. At the June BBQ event, Kevin had to turn away about forty cars because there were no more meals available, and Therese Goyette noted one negative was the additional fee for online purchases. For the next event, Sara suggests that we edit the flier to better indicate the necessary preorder date. We should continue to work with Iron Works for the next BBQ, as they are the only local company that will provide this service in the meal amount we need (Brooks requires a 300 meal minimum).

Jeff Snow Concert Fundraiser on December 1st at 6:30pm: We plan to have the Celtic Christmas Night with Jeff Snow function as a fundraiser by charging admission and having a basket raffle. Jen Mainello will discuss this with Grace Kosinski; Jen may be unable to work this event, and Grace may need to take the lead on planning and operation of the event. If it is planned early enough, the event can be advertised at Fall Fest. Board members are requested

to seek out vendors and/or donors from the community or can donate pristine items to be raffled. Sara needs 2-3 volunteers to move furniture at the beginning and end of the event, and for drawing raffles. We will sell advance tickets at the desk. The library may not have enough chairs, but Virginia Anderson offered to reach out to the legion or her church for more.

Other fundraising: Jen Mainello suggested that we do not hold a Recovery Room fundraiser this December. Sara Hopkins noted that fundraising was oversaturated during the holidays last year (with candle/wreath fundraiser, wish tree, Annual Appeal, and Recovery Room), and none were spotlighted. The Annual Appeal should go out before Thanksgiving with brick info; a folding night will be scheduled for early November. Matt Perfetti suggested the scouts could help with this. Matt Perfetti inquired about ice cream donations from Stewarts. It appears that the contact person for ice cream outreach has changed; Sara had not received a response for several years. Matt has a contact and will send this information to Sara (for planning of Fall Fest and other future events). Alix Duggan requests that the fundraising committee meet in August prior to the next board meeting.

Human Resources:

Meeting Room Policy: Upper Hudson Library System suggested a review of the meeting room policy. There is an organized effort to schedule storytimes across the United States to promote books that align with certain religious tenets. We have a facilities use policy, and most of UHLS system recommendations are in our policy already. The larger question concerns who can reserve space; these groups could reserve space based on the First Amendment and our policy to provide an inclusive space for all. Jennifer Shatz suggests that we include the intellectual freedom portion of the UHLS recommendations, also indicating that the use of our meeting rooms should not be publicized or advertised as a library-endorsed program. Jennifer Shatz suggests that a consequence of the violation of this policy could include forfeiture of the use of the space. Further discussion centered around whether we allow the rooms to be used by political groups. Local political groups can use the space for a meeting, but cannot advertise or claim a BCL endorsement for a political party or cause. The library is a limited forum; use must be in alignment with the library's mission. The updates are in line with First Amendment case law. It is difficult to capture in a policy the situation of a group request that does not align with the library's mission. This would need to be evaluated case by case. She also recommends revisions to food use in rooms as part of the policy. There were also questions about after hours use of the library space. After hours programs are at the Director's discretion. A keyed board member or other trusted library patron would need to be present to supervise any after hours program. This is at the Director's discretion. The yard can be used after hours. Matt Perfetti suggested we may need a special use policy. The facilities policy concerns use of the space during business hours. Jennifer Shatz motioned to approve the updates to the facilities use policy; seconded by Jen Mainello. All in favor; motion carried unanimously.

Nominating:

New Candidates Needed for 2023 and 2024: The nominating committee has received three resumes; one candidate (Virginia Anderson) present. We need one board member immediately;

three to four for next year beginning in January. We need to discuss Anderson's candidacy without her present; nominating will conduct interviews. In September, we can put it forth for a vote.

Technology: No report.

Old Business:

2023 Garden Club schedule: The 2023 Garden Club schedule was made and has filled up a little bit. Alix Duggan says thank you to the Relyea family for working on the tomato trellis and for continuing to support the garden.

UHLS Library Expedition: Reminder that the UHLS expedition is ongoing through July 31st. Fred Wobrock noted that Library Expedition visits were approaching 30,000. The Library Expedition party will be held at the Pruyn House on September 13 from 4-7 pm.

Art Night Fundraiser: Discussion tabled until 2024.

New Business:

No new business.

Public Comment:

Alix Duggan offered a public comment; Virginia Anderson was in attendance, but offered no comment.

Next Town Council meeting: August 10, 2023 at 7:00 pm - Alix Duggan attending

Next Board of Trustees meeting: September 19, 2023 at 6:00 pm

Meeting adjourned at 7:15 PM as moved by Jennifer Shatz; seconded by Andrea Wedler all in favor; motion carried unanimously.

Respectfully submitted,

Jennifer Gordon