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## Danbury Library Board of Directors Minutes of the e-Meeting

June 11, 2020

I. President Ned Moore called the meeting to order on Zoom at 4:26 p.m.

**PRESENT:** Ned Moore (President), Joan Damia, Deborah Gogliettino, Randolph Summ, Katie Pearson (Library Director), Katharine Chung (Assistant Library Director),

**Absent:** Dimples Armstrong, Gary Falkenthal

**Guest:** Barbara Safran

II. Minutes—

\*A motion to approve the Minutes of May 14, 2020 was made by Mr. Summ, seconded by Ms. Damia and it passed unanimously.

III. Finance Report—Ms. Pearson reported that we made \$40,000 for this past fiscal year. Due to the shutdown, there will not be any income this month. She has adjusted the budget for the next fiscal year to accommodate these changes. However, she will need to encumber the funds from this year for the shelving which should arrive in July.

\*A motion was made by Ms. Damia to approve the budget for 20/21 with an encumbrance for the Junior Department shelving from the 19/20 budget. Mr. Summ seconded it. It passed unanimously.

Ms. Pearson is still waiting to hear from the Mayor on the Library's new budget. She will inform the Board as soon as she hears.

\*A motion was made by Ms. Damia to accept the financial report. Ms. Gogliettino seconded it. It passed unanimously.

IV. Friends Report—Ms. Damia reported that Mary Cappiello of Friends had delivered 6 boxes of books to the prison at their request. The Friends will also be electing new officers this month.

V. Director's Report—

- a. Statistics: Ms. Chung reported that we had a 27% increase in downloads. We did mail out holds for a limited time. We just started curbside service. We answered 200 questions last month, and issued 86 new cards. Currently, we have 650 pending library card applications from area school children. We are maintaining a lot of virtual

programming through the summer and one of the new programs from April has had 4,000 participants.

President Moore mentioned the recent article in the newspaper about curbside pickup. The Library is certainly serving the community even with its doors closed.

b. Ms. Pearson reported there were no staffing issues at this time.

c. Future updates—

- On June 8<sup>th</sup> the Library started curbside. It appears to be doing well. We will continue this through the summer. We will wait to see what the school situation looks like in the fall. The Junior floor books are packed up and old shelving is being removed. Consequently, the Junior collection is not available for curbside pickup. We decided to put more money into Overdrive and Hoopla so kids can check out materials.

- Ms. Pearson requested Board approval to sign-on to a remote printing service, Princh as those funds go into the Board account. The cost is \$700 a year and the first 3 months are free if we join by the end of June. There is a small minimum charge of .07 cents and they deal with the credit card companies.

**\*A motion was made by Mr. Summ to subscribe to the remote printing service Princh. It was seconded by Ms. Damia. It passed unanimously.**

- Danbury Library Policy on Social Media--Ms. Pearson reported that it was just adding a few more lines to the policy due to the current situation.

**\*A motion was made by Mr. Summ to approve the revised Policy on Social Media. It was seconded by Ms. Gogliettino. It passed unanimously.**

VI. President's Report—President Moore welcomed our guest, Dr. Barbara Safran. She has expressed interest in joining our Board if there is room. If she would like, President Moore will discuss next steps.

The Board's next e-Meeting will be on July 9<sup>th</sup>.

VII. Adjournment:

**\*Ms. Damia made a motion to adjourn the meeting. Mr. Summ seconded it. It passed unanimously.**



**MOTIONS OF THE BOARD OF DIRECTORS  
OF THE DANBURY PUBLIC LIBRARY**

**June 11, 2020**

**\*A motion to approve the Minutes of May 14, 2020 was made by Mr. Summ, seconded by Ms. Damia and it passed unanimously.**

**\*A motion was made by Ms. Damia to approve the budget for 20/21 with an encumbrance for the Junior Department shelving from the 19/20 budget. Mr. Summ seconded it. It passed unanimously.**

**\*A motion was made by Ms. Damia to accept the financial report. Ms. Gogliettino seconded it. It passed unanimously.**

**\*A motion was made by Mr. Summ to subscribe to the remote printing service Princh. It was seconded by Ms. Damia. It passed unanimously.**

**\*Ms. Damia made a motion to adjourn the meeting. Mr. Summ seconded it. It passed unanimously. This meeting adjourned at 4:49p.m.**