Danbury Library Board of Directors
Minutes of the e-Meeting

April 8, 2021

I. President Ned Moore called the e- meeting to order on Zoom at 4:12 p.m.

PRESENT: Ned Moore (President), Joan Damia, Deborah Gogliettiino, Randolph Summ, Katie Pearson (Library Director), Katharine Chung (Assistant Library Director), Stella Edit (Friends Corresponding Secretary)

Absent: Dimples Armstrong, Gary Falkenthal,

II. Minutes—
***A motion to approve the Minutes of March 11, 2021 was made by Ms. Gogliettino. It was seconded by Ms. Damia and it passed unanimously.**

III. Finance Report— Ms. Pearson confirmed that the Library Board members had received the proposed Library Board budget for FY 2022. Ms. Pearson reported that it was the same as FY 2021's budget. She kept the money in the construction line as she does not know when the Sensory Corner project will be completed.

***A motion was made by Mr. Summ to accept the FY 2022 Library Board Budget as presented. Ms. Damia seconded it. It passed unanimously.**

Ms. Pearson also reported that the Library made just over $300 in library receipts. She believes once we fully reopen we should start seeing the revenues increase.

***A motion was made by Ms. Damia to accept the Finance Report. Ms. Gogliettino seconded it. It passed unanimously.**

IV. Friends Report— Friends Ms. Eidt reported that the Friends have settled on 15 Main Street to hold all their books. Friends are purchasing new bookcases. Also, the Friends want to purchase a storage container to hold all their equipment, signs and dollies (working with the City's Purchasing Department.) This Saturday the Friends will be hosting a book sale at 15 Main Street for their members, 10 a.m.-2 p.m. Concerning the Little Library on West Street, they will be taking it down for refurbishing. President Moore thanked Ms. Edit for the Friends Report.

V. Director's Report—

a. Statistics: Ms. Chung reported March was a busy month for the library. Our March Community Engagement reached over 92,900 patrons. She also shared a few of the March testimonials especially the ones enjoying the Beanstack app and the winter reading challenge.

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DANBURY TOWN CLERK
APR 26 2021 4:15 p
BY:

March 12 marked the first year anniversary of the Library's COVID closure. We had 3,100 patrons enter the library in March after our March 22nd opening for browsing and computer use. Circulation has consequently gone up. Library fulfillment orders are smaller in number for curbside pickup because patrons can now come in. We had 311 items checked out by other Connecticut libraries. We had 202 Wifi sessions and computers and printers were used 662 times. The Library database usage was just under 300. Also, a total of 1,623 e-books and audiobooks were circulated and a total of 12,076 items were downloaded electronically.

In March, the Library hosted the highest number of virtual programs since July. A total of 97 virtual programs were attended by 1,675 patrons. Ms. Chung highlighted a few of these programs along with the grants that support them.

b. Staffing—Ms. Pearson reported that the Library is in the process to hire part-time clerks but the hiring processes have been a challenge. She does have 1 part-time clerk and 1 part-time librarian starting next week. She is still waiting for an approval to fill Communications Specialist position.

We opened the Library to browsing to the public on March 22nd. However, we have one patron constantly complaining about not being allowed to use the bathroom. We just do not have staff to clean per state regulations. We have Public Buildings looking into a solution for the new fiscal year.

All staff will be back full time on April 19th. Starting June 1st, the Library's new hours will be: Monday-Thursday 10 a.m.-8 p.m., Fridays 10 a.m.-5 p.m. and Saturdays 10 a.m. to 2 p.m. No Sundays.

c. Future updates—

1. CAFÉ lease was up in March and they will not renew. As this space belongs to the Library, Ms. Pearson is looking to see another use for that space.
2. Innovation Center—--No report.
3. June Board meeting—Ms. Pearson has not yet received clearance from the City about holding in-person Board meetings. She suggested planning on a Zoom meeting for May and by then, she should have more information about the June meeting.

VI. President's Report—President Moore reported that Ms. Eidt from Friends would like a copy of the Board Minutes. Ms. Pearson pointed out it is posted on our website but of course, she can have a copy and the Board agreed.

VII. Adjournment

***Motion to adjourn at 4:33 p.m. was made by Ms. Damia and Ms. Gogliettino seconded it. This motion passed unanimously.**

Submitted by,
Theresa Buzaid, Secretary

Ned Moore, President Date

MOTIONS OF THE BOARD OF DIRECTORS

OF THE DANBURY PUBLIC LIBRARY

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***Motion to adjourn at 4:33 p.m. was made by Ms. Damia and Ms. Gogliettino seconded it. This motion passed unanimously.**