

GREENWICH FREE LIBRARY

BOARD OF TRUSTEES

SEPTEMBER 2024 MEETING MINUTES

Regular Monthly Meeting

Wednesday, September 18, 2024

7:00 pm

Community Room

Attendees: Patrice Abate, Mary Ann Spiezio, Teri Pendergrass, Cliff Oliver, Sarah Murphy (Library Director), Christine Richards, Paul Thurston

1. Call to order 7:00 pm
2. Board Action Items
 - a. Approval of proposed August, 2024 Minutes (separate document)
Teri made a motion to approve the August meeting minutes. Christine seconds. Board approved.
3. Board Committee Reports
 - a. Facilities Committee (Aaron, Paul, Teri) – They are meeting with Lisa Saturday morning to discuss the timeframe for sending out the bids and when bids need to be back. Lighting downstairs will be the alternate project for those bidding the work.
 - b. Finance & Fundraising Committee (Mary Ann, Patrice, Paul) – We are planning an event on December 8th at the yellow house across from Mowry Park in the afternoon. Cost would be \$50 pp and would include wine and a charcuterie board. We hope to get at least 50 people to attend. Sarah will confirm with the homeowners. A raffle or silent auction, perhaps book or arts/culture themed, may be included. The Committee also thought about offering a Tractor Parade viewing party on November 23rd for a \$10 donation. We may be able to get the Christmas trees decorated before the event to try to boost the sales.
 - c. Material Review Committee (Cliff, Patrice, Paul) – No report
 - d. Policy & Audit Committee (Mary Ann, Patrice, Paul) – No report
 - e. Board Recruitment (Cliff, Patrice) – No report
 - f. Personnel & HR Committee (Mary Ann, Paul) – Sarah had a phone interview with an applicant today and it was very promising. The ad is running in all the local papers currently. Sarah would like to close this position and extend an offer by the first week of October.
4. Gill Room Report (presented by Sandy McReynolds, Historian) – Sandy is still documenting donated items that were added over the summer. She is also building

enclosures for some of the fragile items. The humidity issue will be addressed in the spring. They are emptying their portable dehumidifier twice a day, but they do need to replace it. In the winter humidity is not an issue. She is working on a project for the class of 1974. She is working on a tour that would begin at Tim Bulger’s office and go down Main Street, talking about what it looked like back in 1974 and 1961. She will also do a tour of the school for them. The History Club at the school has reconvened and she may have some projects coming up with the school. This could result in future volunteers in the Gill Room. Claudia Blackler Community Room will be the new name of the room next to the Gill Room.

5. Treasurer’s Report – Transaction detail report was reviewed.
Paul made a motion to accept the Treasurer’s Transaction Report. Cliff seconds. Board approved.
6. Friends of the Greenwich Free Library Update – A draft of the 2025 calendar was shared and will be available for sale this fall. They are back to accepting all books in good condition with a preference for more recent publications.
7. Library Director’s Report –
August [Statistics](#)

	Visitors to the library	Community space use	Community attendees	Library programs	Library program and event attendees	Early Childhood programs (Targeting 0-5)	Early Childhood program attendees	Volunteer hours	Farm 2 Library participants	Pounds of waste diverted
Aug 2023	3343	24	195	29	640	10	127	182	203	720.6
Aug 2024	3900	46	164	27	439	11	209	141	324	1,004.80

	Check outs	Borrowers	Holds satisfied	New cards issued	Computer sessions	WiFi uses	Cossayuna WiFi	Overdrive checkouts	Kanopy plays
July 2024	2883	471	539	18	165	439	86	339	82
Aug 2024	3,010	463	554	17	222	681		382	123

STRATEGIC PLANNING GOALS:

Public Promotion

A2 Expand patron base A3 Outreach & Reduce Barriers to Access

- September is Library Card Sign-Up Month, and we are offering free totes to those who register for a new card
- Using a report on Library Card Signup Policies published by Brooklyn Public Library, we will review our card procedures to ensure that there are few barriers to access and that we are in step with other like minded libraries.

Programming

B1 Programs that fulfill patron needs

- Current and upcoming programs and events can be found on our website calendar.
- 3rd annual Endless Summer party was Wednesday August 28

- Teen services: so far the changes we announced last month have been implemented and are going well. We have not received any new patron comments regarding teen usage or behavior.
 - It's very early, but our Teen Space designation seems to have potential. Yesterday we had 8 teen patrons use the Community room from 3-5. We were able to contain the noise, and they seemed comfortable. I encouraged them to use the front door, which helped eliminate crowds in the back entrance and kept disruption to a minimum. I have been in touch with CFC about developing a strategy for supplying us with extra food for Tuesdays and Thursdays.
- After-School: Both "Lego Library Takeover" and Chess Club have run for two weeks this school year and are going well. Thursday story time with Lola continues, and Gamers Cafe returns this Friday.
- Emily's early learning programs on Mondays and Fridays are back in action, and her Tuesday/Thursday Building Blocks program will begin again on October 1. She will be working with a 16-year-old homeschooler who will volunteer in a support role for the fall session.
- Our annual Halloween party will be Thursday October 31 from 5-7.

B2 Give local artists, writers, creators, and experts a platform:

- Music at the Library: Our final installment of 2024 will be on Monday 9/23 featuring Northern Borne, Washington County locals.
- We will also host This Time Around featuring Dave Wever for an evening of peace, anti-war, and protest folk songs on Wednesday 9/25
- Local author visits: Jim Ballard (10/10) and Marie Grimmke (10/24)
- Baseball exhibit, curated by Art Brod is up and spectacular. Art will be hosting a curator's talk on Friday evening (9/20) and we are running a film "triple play" triple feature on Saturday 9/21.

B3 Anticipate demographic changes, needs, and potential interests

- Aging in Community fall sessions begin on 9/26 with a talk on Housing for Aging and Affordable Housing

Partnerships

C1. C2 Local not-for-profits and businesses

- We are hosting an Intern from Greenwich HS starting tomorrow, 9/19. She will help out with some after school programs, as well as with some collection projects.
- The League of Women Voters will be tabling at the library later this week as part of voter registration week
- Emily and Kimberly organized a diaper drive to support Comfort Food Community to start on 9/23 and go through the end of October. We are partnering with Clutch Market to be an additional drop-off site.

Place

- See Facilities report
- According to Mark, the service tech from RJD, we will need to replace our dehumidification system. The quote is \$4,000 and includes labor and installation.

Preservation

- See Gill Room report
- There is interest in the library & Gill Room collaborating on / using a proposed new space on Main Street, dependent upon Greenwich receiving the Downtown Revitalization Initiative grant.

OTHER

Personnel & Professional Development

- Emily and I attended the Association for Rural and Small Libraries conference in Springfield, MA from September 11-14. I attended sessions on Human Resources, library card sign-up procedures, fundraising, Creative Aging (arts programs for seniors), using Library of Congress resources for local history research, and censorship and book bans. It was wonderful to be in a space with so many people who have similar experiences, gripes, challenges, and triumphs as we do.
- I have conducted one phone interview and will schedule a follow-up interview imminently. I know of one other interested candidate, and ads are in this week's papers.

8. Period for Public Expression – No comments

9. Old Business – No old business

10. New Business – Proposal to hire our summer intern as an employee for a three to four hours a week. Sarah will talk to Ellen to ensure there is adequate money in the budget.

11. Dates of Future Board Meeting Calendar –Next meeting scheduled for October 16, 2024.

12. Adjournment – Patrice made motion to adjourn. Mary Ann seconds. Meeting adjourned at 8:03 pm.

Digitally signed by Mary Ann Spiezio