A virtual meeting of the Wallingford Public Library Association Board of Managers was held on Monday, November 23, 2020 via Zoom. The video of the meeting can be found at https://www.wallingford.lioninc.org/about/staff/

Board Members Present: Deron Chang, Kristi Doerr, Carol Mikulski, Bill Pursell, Julie Robison, Jaime Hine, Leah Russell, Beth Brooks, Willi Stahura, Jared Liu, Fred Monahan, Cliff Overstrum, and Board Fellow, Anushi Shah.

Board Members Absent: Art Elliott, Maria Guadalupe Avila, and Suzanne Wright.

Also Present: Library Director Jane Fisher, Assistant Director Julie Rio, and Development Committee member Susan Gomes.

Board President, Carol Mikulski determined that a quorum was present and called the meeting to order at 7:35 p.m. Roll was called with all Board Members acknowledging.

**Public Comments:** None

**Approval of Minutes:** The Board reviewed the minutes of the November 23, 2020 Board of Managers meeting. Noting that the time for the next meeting needed to be updated from 7:00p to 7:30p, a motion was duly made by Ms. Brooks, seconded by Mr. Overstrum, it was unanimously **VOTED** to approve the minutes.

**Treasurer’s Report:** Ms. Brooks stated that five months into the fiscal year, the total in all accounts was 3,261,596$. Operating income was about 116,000$ greater than budgeted due to Unrealized Gains on investments. Expenses were 24,000$ less than budgeted due to savings in wages.

On a motion duly made by Mr. Pursell, seconded by Mr. Overstrum, it was unanimously **VOTED** to approve the financial statements for September and October 2020.

**Library Director’s Report:** Ms. Fisher reported that the staff held a virtual Holiday Party with participants spaced out inside the library. Dan McDonnell won the Ugly Sweater contest, while Julio Rio’s Jingle Ladies team won the trivia contest.

Ms. Fisher and Ms. Rio talk on a weekly basis to speak about safety, the library being open, and staffing directly relating to the Covid pandemic. As of right now she does not anticipate a change in library services or hours. No known cases of Covid have originated out of the library.

Ms. Fisher spoke with the town health department about the employees’ access to a Covid vaccine. They estimated a March or April timetable. Even after general vaccinations, the Mask Policy will remain in effect for as long as deemed prudent. Those not following the Mask Policy will be asked to leave and repeat offenders could see their library privileges suspended.

While the library parking lot was used to administer flu vaccines, this won’t be feasible for the Covid vaccine because 15 minutes of observation by a health care provider following the inoculation is required.
Borrowing rates are down due to the Covid Pandemic. July 2020 was down 56% over July 2019. November’s borrowing rate was only down 27% over the previous November. The challenge, when physical distancing mandates are lifted, will be to find a way to integrate the library into people’s lives again.

Ms. Rio reported on the LED Conversion: a down payment of 50% was made to RC LED, and the fixtures ordered. The shipment is delayed until, possibly, the end of January. Sample fixtures have been installed in the Boardroom. The Town of Wallingford Electrical Dept. sent a Letter of Agreement on an energy reimbursement of 12,800$.

Virtual programs and kits are still proving to be very popular and might become a permanent feature for the library.

Dan McDonnell, evening security monitor, has decided to retire. Allison Murphy has resigned as children’s librarian and taken a job at EC Scranton Library in Madison.

The number of Library Association Members has stayed about the same, currently 409, but the donations have increased, up to 23,000$. Membership information might be included with some Park & Pick-up and/or program kits.

The Yalesville Taskforce has interviewed the final attorney and will make a decision shortly.

The Library went Fine Free for the New Year. Electronic reminders will still be sent to remind patrons of due dates, and one month after the second automatic renewal period is over a Replacement Charge will be levied, if necessary.

Committee and Task Force Reports
Development Committee: Ms. Russell stated the Committee had a Q&A with Dan Courcey, Director of Development & Alumni Relations at Choate. He helped with strategies to locate and approach individuals and local businesses for outreach.

President’s Comments: Ms. Mikulski gave special mention to the end of the year video made by Chris Ciemniewski.

The brown bag used book sale sold nearly all 150 bags of books and raised over 700$. If the Book Seller is unable to open in the spring, another sale might be held.

Adjournment: On a motion duly made by Dr. Robison and seconded by Mr. Overstrum, it was unanimously VOTED to adjourn the meeting at 8:15 p.m.

The next meeting of the Wallingford Library Association is scheduled for Monday, January 25, 2021 at 7:30 p.m.

Respectfully submitted,

Art Elliott
Secretary