

## **Preston Public Library Board of Trustees Meeting**

**Monday, October 3, 2022 at 6:30 p.m. Zoom**

1. Call to order at 6:30 p.m. by Kate Allingham  
Present: K. Allingham, K. Ennis-Davis, E. Sowa, P. Bell, D. Deedy (Director)
2. Acceptance of September 12, 2022 meeting minutes: Kate made motion to accept: Edie seconded; passed unanimously.
3. Public comment: None
4. Treasurer's Report: On file
5. Correspondence: Resignation letter from Ann Haggardy
6. Director's Report:
  - Coronavirus: Masks and hand sanitizer are still out and available to the public.
  - Circulation: Down from last month
  - Facilities: Old sign with outdated hours has been removed. Current art on walls has been borrowed from a local patron. Director will explore other options of art for walls when there are no exhibits available.
  - Personnel: Due to above mentioned resignation, Director will be interviewing prospects.
  - Finances: -Request for Town funds submitted.
  - New Business: -Director submitted grant application to Chelsea Groton Foundation, Preston Fund of Community Foundation of Eastern CT and Dime Bank Foundation. The library has an Amazon Smile account—it will be available on our new website. OnTrend Deisgn LLC has submitted a proposal for Constant Contact. November Calendar submitted.
  - Friends: -Director met with Friends of the Library; topics discussed were Book Sale in November, renewed library passes, funding for staff name tags plus library magnets , and possible funding for a program for Take Your Child to the Library Day in February. Work continues on library logo choices. Library's new website will be launched next week. Annual Report has been submitted to the State Library. The Library's participation at the Middle School open house was successful. Clean up of the library's collection records are continuing.
7. Old Business: Policy updates discussed; meeting with town will be scheduled in October regarding facilities.
8. New Business: Annual Appeal Letter being worked on; BOT members will attend Trunk or Treat to promote the Library.
9. Public comment: None
10. Adjournment: at 8:02 by Kate.

Respectfully submitted,

Edie Sowa, BOT Secretary

Next Meeting: November 14, 2022