**Norwalk Easter Public Library**

**Library Board of Trustees Meeting Minutes**

**June 2022**

**Date:** Monday June 13, 2022 **Time:** 6:30 pm

**Location:** Library Meeting Room

**Call to Order**

Board President Stephanie Farmer called the meeting to order at 6:35 p.m.

Trustees present: Steve Clarke, Stephanie Farmer, Nikki Huetter, Lauren McMeans, Magdalena Reese, Sarah Smith, and Elizabeth Thompson

Library Staff Present: Director Jean Strable

Others Present:

**Approval of Agenda**

Ms. Smith motioned to approve the agenda; Ms. Reese seconded, and the motion carried unanimously.

**Review of May Meeting Minutes**

The May Meeting Minutes were provided in addition to the Library Board of Trustees / Foundation Directors Joint Special Session Meeting Minutes held on May 24, 2022. Ms. Thompson motioned to approve both May meeting minutes; Ms. McMeans seconded, and the motion carried unanimously.

**Approve Bills**

Director Strable presented the bills that were to be paid for June 2022. Director Strable explained a new subscription service called Event Vesta to assist in promoting library programs through various online calendars. Roll call vote followed to approve June 2022 bills:

Clarke – AYE

Farmer – AYE

Huetter – AYE

McMeans – AYE

Reese – AYE

Smith – AYE

Thompson – AYE

**Treasurer’s Report**

The June treasurer’s report was provided to the Board. As of the printing of the agenda packet, 92% of the fiscal year has passed and at approximately 94% of expenditures. For next fiscal year, Director Strable is expecting rental income with the meeting room open again.

**Director’s Report**

Director Strable provided the June director’s report. Door counts, circulations, and programming continue to increase. There have been seven Community Room rentals. The original 11 hotspots purchased in 2020 have been upgraded as they are only meant to last approximately two years. Director Strable received an email from a patron requesting the process for a book to be removed from the collection and Director Strable provided the appropriate form. The first outdoor program had a tremendous turnout of 226 attendees.

**Other Business & Announcements**

*Foundation Update* – For the Fourth of July Parade, the library will be represented with their own parade float and Scribbles will be riding in the HIRTA van. With a national popcorn shortage, popcorn maybe in short supply for the Fourth of July festivities at City Park for the Foundation’s popcorn machine.

*Trustees Update* – There were not any trustee updates.

Director Strable will attend July’s Board of Trustees meeting via Zoom.

**Adjournment**

Ms. Farmer moved to adjourn the meeting at 7:27 p.m. The motion carried unanimously.

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| /s/ |
| Sarah Smith, Secretary06/14/2022 |