

**Bentley Memorial Library Board Regular Meeting  
Tuesday, May 13, 2025  
206 Bolton Center Road, Bolton, CT.**

**1. Call to Order:**

Ms. Holliman opened the regular meeting at 4:00PM.

**2. Attendance:**

Present at the regular meeting were Chair, Rebecca Holliman; Board Members, Claire Fazzina, Dot Neil, Brook Nowak, Cami Soucy, and Library Director, Liz Thornton. Board members absent with notice were Kelly Goldsnider and Loni Hryn

**3. Approve minutes of the Regular Meeting March 11, 2025**

Minutes of the Regular Meeting March 11, 2025: A motion was made by Ms. Fazzina, seconded by Ms. Nowak to approve the minutes with the correction that Ms. Fazzina was present and also noting that # 3 on the agenda for the May 13 Meeting should read, "Approval of March Meeting Minutes and April Special Meeting Minutes." The motion passed unanimously.

**4. Approve minutes of the Special Meeting April 29, 2025**

Minutes of the Special Meeting April 29, 2025: A motion was made by Ms. Nowak, seconded by Ms. Soucy to approve the minutes. The motion passed unanimously.

**5. Correspondence:**

- A letter from Tina Prior stating her intention to resign as a substitute.
- A letter from Jim Rupert requesting an end-of-year report of unexpended funds.
- An adorable hand-made card from Ms. Soucy's son, thanking the staff for all that they do for families.

**6. Review of Monthly Library Statistics:**

March and April Statistical Reports were distributed and reviewed. "Deliver It" was added to the April Statistical Reports.

**7. Review of Monthly Library Budget Summary Report:**

Ms. Thornton explained the Library portion of the Town Budget Summary and reported budget is on track.

**8. Director's Report:**

- A hoopla invoice was distributed and explained. Hoopla allows patrons to borrow digital content such as audio books, music, and television with no waiting to be streamed immediately or downloaded for later use. Usage of hoopla has been increasing. It is a service that Bentley pays for monthly. The March invoice was \$1,021.54. Ms. Thornton expressed concern over budgeting for the service which is becoming more popular. Libby is

a similar service but is paid for once a year as part of an add on service through Bibliomation membership.

- A CT State Library flyer showing statistics from all CT libraries combined was distributed showing 13.2 million Library visits, 21,776,646 items circulated, 133 fine-free libraries, 96,281 in-person and virtual programs, and \$191,571,063 statewide municipal support for 190 CT public libraries.
- The CT State Library Has been notified by the Institute of Museum and Library Services (IMLS) that it's FY 2024 federal grant in the amount of \$2.16 million awarded under the Library Services and Technology Act (LSTS) of grants to states program has been reinstated.
- Publishers charge a much higher amount to libraries for ebooks than individual consumers. The State Legislature is trying to pass a law to prevent publishers from ripping off libraries.
- 16,000 long expired patrons have been purged from the Bibliomation network.
- MuseumKey information has been accepted and we hope to have the program up and running by the end of May 2025.
- Fine Free Is complete. We are still checking items in under amnesty, for the time being until all items have been returned that were out during the transition.
- We have ordered all and received some of the items that were purchased through the BGTC fund, such as the screen, projector, replacement, bulbs, patio bench, eight chairs for the table under the whale, and the picnic table.
- The celebration for the Hartford Foundation Grant recipients will be held at the library on Thursday, May 15. The library has received three grants from the foundation: \$1850, \$10,000, and \$4527.63.
- The staff is working on the last of the ordering for supplies and materials. The periodicals have been renewed and will be invoiced in July.
- The copier contract will be renewed in July, but at a much reduced rate. The copier will be replaced with a similar model. Copier costs have doubled in the last quarter because of color copies.
- Mark attended the CLA conference this year in April. Ms. Thornton attended the regional Bibliomation meeting at the Somers Public library.
- The library held a Vernal Pools program. There is a vernal pool on the back grounds of the library.
- Book discussion and story time continue to be very well attended with 15 to 20 participants at each session. The library offered a special program on yoga for our preschoolers that had a great response.
- The second graders from BCS and the students from the Montessori school will be coming to the library on field trips in May and June.
- The BikeWalk group will be participating in a May storytime to discuss bike safety and provide a demonstration. The group currently has a display in the case and on the bulletin board.
- Dorothy Hall has a new series of artwork on display in the library.
- The Friends of the Library book, AV, and coffee sales have been going well.
- Six more folding chairs have been purchased to accommodate 30 program attendees.
- Tina Prior has resigned from the position of library substitute. We appreciate her time serving the library.
- The seed library continues to be popular. Seeds were received from the master gardener program of the UConn extension.
- We had about a dozen patrons participate in our Read to the Dogs with Toby and Brenda.
- Zen's Critters are scheduled for the end of June.

## **9. Old Business**

- Policies Update: BML Policies and Procedures Manuals were distributed. Ms Thornton has penciled in possible changes and would like Board Members to do the same. Board

Member's input should be marked on their copy and turned in to Ms. Thornton before the September meeting.

#### **10. New Business**

- Bibliomation created a document regarding the rules of participation that Ms. Thornton will sign, date, and return to Bibliomation Executive Director.
- A reminder that Board Members turn in their application for reappointment if their term is ending in July, by June 2nd.
- Vote on Slate of Officers and meeting dates at the July meeting.
- Ms. Thornton will be attending Bibliomation's Open Source/Eversource Zoom conference.

#### **11. Adjournment:**

A motion was made by Ms Neil, seconded by Ms. Nowak to adjourn the meeting at 4:56PM. The motion passed unanimously.  
The next regular meeting is July 8, 2025 at 4:00pm.

Respectfully Submitted,

Claire Fazzina

Bentley Memorial Library Board Member

Please refer to minutes of subsequent meeting for any addition or correction to these minutes.