

Farmington Libraries since 1901
Library Board Minutes
October 19, 2022

Attendees: Chris Lindquist, Lisa Warner, Terry Roberts, Greg Sieklicki, Norma Hartley, JoAnn Cephas, John Teahan, Maureen Bittner, Henry Gu, Andy Baron, Keith Vibert, Alex Thomas, Dana Pescatello, Ida Franklin, Kate Martorelli, Mike Schloss, Keith Vibert, Matt Sweeney (via video)

Quorum: A quorum was determined. The meeting was called to order at 7:00 pm.

Approval of Minutes:

The minutes of September 21, 2022 were reviewed. A motion to approve as written was made by JoAnn and seconded by Andy and unanimously approved.

Chair's Report:

Terry introduced Greg Sieklicki who provided the following Facilities Management Update:

Greg presented a proposal for a ductless mini split AC/heat pump to address the humidity issue in the Archive room. Greg also presented a proposal for commercial dehumidifiers to address the humidity issue throughout the main library.

Director's Report:

Chris provided a brief summary of his report by topic.

- Migration to LCI will take place 11/15 and the Library will be closed that day. Harry Trider will be working closely with the LCI staff and the "Go Live" date is 11/16.
- The annual audit is currently in progress.
- Building update – Motion made by Maureen and seconded by Andy to approve the quotes as outlined in the Director's Report for the following: Bemis Associates to consult on the water infiltration issue, the ductless mini split with associated electrical work for the Archive room, the commercial dehumidifiers for the main library and fire alarm and sprinkler inspection and testing through Fire Protection Testing. The motion was approved unanimously.
- Update on vandalism incident. Notices of No Trespass have been issued to the two FHS students that were positively identified.
- Chris will amend the annual report to the town to add a section on the Business Office.
- Chris and staff are working on the State Annual Report and this will be shared with the Board in December.
- Request from DIG USA. This non-profit organization teaches chess to children and teens and has requested to use our meeting room on a weekly basis and in exchange will donate 20% of their proceeds towards free chess classes for Farmington students. Motion made by Matt to approve request, seconded by Alex and approved unanimously.
- FY2023 Expenditures are on target.
- Chris presented some of his current Budget Assumptions for the FY2024 Budget. The Budget will be brought to the Board in January for approval.

Special Committees:

Personnel Committee – Alex reported that the committee is researching the feasibility of moving forward without an Assistant Director position.

Technology Committee – Henry reported that he has developed an interim policy regarding the security cameras and the committee is awaiting feedback from an attorney. The committee is busy preparing for the migration to the LCI system.

Farmington Room – Andy reported that the biggest concern currently is the temperature and humidity in the archive room. Andy, Chris, and Betty Coykendall met with the traveling archivist, Brian Stephens. Brian will provide a report with his recommendations and the committee will review.

Art Committee – Norma reported that the committee is scheduled to meet on October 20. She will provide a report at the next Board meeting.

Strategic Planning Committee – Terry and Dana have held a preliminary discussion to brainstorm how best to proceed.

Old Business:

None

New Business:

The Friends of the Farmington Library will be holding a book sale in the lobby of the Main Library on November 19.

The FVGLA Gala will be held Friday, December 2nd from 6 to 8 p.m. at the Barney Library. Volunteers are needed. Terry stated that the Gala is both a thank you and a recruitment opportunity.

Public comment: None

Adjournment: The Board moved into Executive Session and then came back into regular session to vote on the following:

Motion made by Maureen and seconded by Alex – In the absence of an Executive Director, the Chair of the Board will follow the same authorization protocol as the Executive Director with regard to spending and signing contracts. The motion was unanimously approved by the Board.

Meeting was adjourned at 9:32 upon motion made by JoAnn and seconded by Andy.

Next meeting: November 16, 2022 at 7:00 p.m.

Respectfully Submitted by Lisa Warner, Secretary