



TOWN OF MIDDLEBURY

Library Board of Trustees

Meeting Minutes

Tuesday, December 12, 2023 – 4:30 P.M.

Present: Rita H. Smith - Chairman
Meg Vance
Mary Veillette
Peter Vaccarelli
John Moriarty
Diane Giuditta

Also Present: Jo-Ann LoRusso, Library Director
Rachel Primus, Recording Clerk

Absent:

Rita Smith called the meeting to order with the Pledge of Allegiance at 4:30 P.M.

Approval of November 14, 2023 Meeting Minutes

VOTED: Unanimously on a motion by John Moriarty and seconded by Diane Giuditta to **APPROVE** the November 14, 2023 meeting minutes.

Trustee Reports

- **Treasurer's Report**

Mary Veillette read the report into the record. There were no changes in the Brick Sales and room naming opportunities account during November 1, 2023 through November 30, 2023.

Total brick sales to date = \$55,435.00

Total expenses to date = \$30,235.45

Balance in Fund 61 (Brick Sales and Room Naming Opportunities account) = \$25,199.55.

VOTED: Unanimously on a motion by Meg Vance and seconded by John Moriarty to **APPROVE** the Treasurer's Report.

- **Secretary's Report**

None

- **Director's Report**

JoAnn Lorusso said she emailed everyone a copy of her report. There were no questions on the statistics for November. She reviewed the calendar of events. JoAnn Lorusso said tonight Tanglewood Puppet show will have an event at 6:30PM. She noted there were 42 participants and 212 items sold at the Holiday Children's Sale. JoAnn Lorusso said they will be having MPL Book Discussions on the first Wednesday of every month at 1:00 PM. She noted that Diane Giuditta helped facilitate the first one. They are looking for book discussion leaders. A discussion regarding book sets and inter library ensued. JoAnn Lorusso explained the CT Library for Accessible Books has sent, free of charge, talking book players, braille, and audio reading downloads. She noted that Easter Seals will be coming on Monday and they will have a

collection for them to enjoy free of charge from the State of CT. JoAnn Lorusso said the Fiscal Year 2022-2023 annual report will be submitted to the town.

VOTED: Unanimously on a motion by Meg Vance and seconded by Diane Giuditta to **APPROVE** the Director's Report.

Old Business

None

New Business

- **Election of Officers**

Rita Smith gave an overview of the election process. She said she will open up the floor for nominations for Chairman, Vice Chairman, Treasurer, and Secretary.

VOTED: Unanimously on a motion by Meg Vance and seconded by Diane Giuditta to **OPEN** the floor for nominations.

Diane Giuditta nominated Rita Smith for Chairman.

John Moriarty nominated Peter Vaccarelli for Vice Chairman.

Diane Giuditta nominated Mary Veillette for Treasurer.

Meg Vance nominated Diane Giuditta for Secretary.

VOTED: Unanimously on a motion by Meg Vance and seconded by Diane Giuditta to **CLOSE** the floor for nominations.

VOTED: Unanimously to **APPOINT** Rita Smith as Chairman

VOTED: Unanimously to **APPOINT** Peter Vaccarelli as Vice Chairman

VOTED: Unanimously to **APPOINT** Mary Veillette for Treasurer.

VOTED: Unanimously to **APPOINT** Diane Giuditta for Secretary.

Public Comment

Rebekah Sousa, 185 Northridge Drive, Middlebury. She wanted to start by saying this is a beautiful library. She has a daughter, who is in 8th grade and has a study partner at times. The rules have changed to only allowing one person at a time in the study rooms. She said her daughter usually studies with someone, but needs a quiet space. She currently has been using the café with her study partner, but she gets disturbed when people walk by. She didn't know if there was anyway the children's side could be allowed to have multiple people in the study room. She asked if the board is willing to look at the amount of solo rooms and maybe make one room for 2 people. Rita Smith noted she is the first individual who has asked the board this question. She said they will put the Study Room Policy under new business on next months agenda. The board will discuss it and let her know the outcome. Rita Smith thanked her for coming to the meeting.

Rita Smith asked everyone to review the policy and the tutoring policy for next month. JoAnn Lorusso noted that the closed door is what they wanted to get away from in public buildings. Rita Smith wished everyone a Merry Christmas.

Adjournment

VOTED: Unanimously on a motion by Peter Vaccarelli and seconded by Mary Veillette to **ADJOURN** to meeting at 4:48 PM.

These minutes are submitted subject to approval.
Respectfully submitted,
Rachel Primus
Recording Clerk

Attachments

Cc: Library Board of Trustees
Library Director
Town Clerk

TREASURER'S REPORT

TO: Middlebury Public Library Board of Trustees

FROM: Mary C. Veillette, Treasurer

DATE: December 12, 2023

**RE: Report for the period November 1, 2023 through
November 30, 2023.**

There were no changes in the Brick Sales and Room Naming Opportunities accounts during the period November 1, 2023 through November 30, 2023.

Total Brick Sales to date: \$55,435.00

Total Expenses to date: \$30,235.45

**Balance in Fund 61 – Brick Sales and Room Naming Opportunities
account: \$25,199.55**

Respectfully,

Mary C. Veillette, Treasurer

To: Middlebury Public Library Board of Trustees

From: Jo-Ann LoRusso, Library Director

RE: Director's Report

December 12, 2023

Statistics for November 2023

(chart)

Calendar of December Events

(calendar)

Middlebury Public Library (MPL) Book Discussion

(pamphlet)

The MPL monthly book discussion meets on the 1st Wednesday of each month at 1PM. One person will be selected by the Library each month to lead a book discussion based on their interest. We have added a link to our website under Adult programs for more information.

The Connecticut Library for Accessible Books (CT LAB) formerly called Connecticut Library for the Blind and Physically Handicapped (LBPH)

Connecticut Library for Accessible Books (CT LAB) offers free services and resources to library communities. This free service allows us to provide people who are blind, individuals who have a visual disability, people who have a perceptual or reading disability, and persons unable to read print materials as a result of a physical disability with materials not in the collection. CT Lab has loaned our library Talking Book players and braille and audio reading downloads (BARD).

Fiscal Year 23: 07-01-2022 Through 06-30-2023

(infographic)

November 2023

| | |
|---------------------|--------|
| Collection Size | 69,944 |
| Monthly Circulation | 2,778 |
| Active Cards | 2,668 |
| New Residents | 12 |

| | Number of Programs | Number of Attendees |
|-----------------------|--------------------|---------------------|
| Adult Programs | 4 | 19 |
| General Programs | 4 | 0 |
| YA/Teen Programs | 3 | 1 |
| Children's Programs | 27 | 184 |
| Family Programs | 6 | 10 |
| Total Programs | 44 | 214 |

Middlebury Public Library

Fiscal Year 23

07-01-2022 Through 06-30-2023



READ

Collection

Size

74,662

**39,163 in
Circulation**



LEARN

3,704 people
attended

373 programs

We welcomed

342

new residents

Over **12,400**

patrons **visited**
the library

Patrons **borrowed**
1,377 items

from **other** libraries

CONNECT



EXPLORE



In house **computer** used
over **2,000** times



Over **5,000** books were
downloaded