**QPL Trustees Meeting 4/21/25 - Minutes**

**Present:** Tommy Bauch, President; Dave Izzo, Treasurer; Sue Fosdick, Trustee; Erika Wetzel, Trustee; Mark Bradley, Trustee; Anne Clemens, Trustee; Debbie Marcus, Secretary; Michaela Lavelle, Library Director; Bob Hamlin, Observer

The meeting was brought to order at 5:00 pm. **Minutes** of the previous meeting had been distributed previously. Sue entered a motion to approve the March minutes; seconded by Dave. All approved.

**Public Comment:** Bob Hamlin asked about Federal Budget cuts and how that will affect library book groups, inter library loans and other services. Michaela said that much is up in the air and we do rely heavily on I L L for book groups. If the inter-library courier program is not funded we would need to be creative. We do not know if state support would replace the federal funding. With IMLS being placed on a 90-day Administrative “leave”, there is no one to call with questions. Tommy mentioned the filing of a law suit related to federal funding of public library services with most states participating.

**Treasurer’s Report:** Dave had distributed the monthly report previously. The activity report shows the budget is still OK to date. Work continues on the annual Form 990, which is 75% complete. Tommy raised the concern that if the loss of I L L funding means we go back to mailing, we will need to understand the impact before the fall budget season. We may need to increase development efforts to meet this cost. Sue asked about grant-seeking such as with the Byrne Fdn. Debbie entered a motion to accept the Treasurer’s Report; Erika seconded. All approved.

**Director’s Report:** The ARSL grant for the **sound-proof booth** was awarded. The check for $8032 will arrive in May 2025. Michaela will order the booth and supervise its installation upstairs. Publicity will follow. New circulation desk and collection review volunteers have started. More would be welcomed. **Volunteers** will also be needed for the CBHM water station on June 1, and for set-up, clean-up, and cashier/sales for the annual **Book Sale** 6/19 - 7/5. **Parking Lot** sealing and line painting needs to be done soon. The Friends solicited quotes. A reasonable quote was submitted by Allstar Seal Coating and Paving: $5384. The Friends will contribute $1000. **Seeking deeper collaboration with 3 Hartford Libraries**, Michaela met with the other 2 library directors who were open to more collaboration. The 3 libraries will re-establish book holds and museum pass loans and a “Libraries Table for the Hartford Community Coalition Block Party. Meetings will continue once a quarter. **PoemTown** was successful and good feedback came to Michaela. A JAM-recorded poetry reading event at WCL will be 4/30. Next year she will seek a team to produce this event. **VLA annual conference** will be 5/19/2025 and Michaela will be hosting the closing session. Both Michaela and Laura will attend, and staffing that day will need to be arranged. Tommy indicated he could man the circulation desk, if needed. **Summer Planning: summer reading** will begin 6/23/2025 and end 8/15/2025. Instead of a raffle, a community art project will award readers with the chance to earn stickers which they can place on a large sticker art creation. The final celebration is 8/15/2025; **Wilder Wednesday Movies** will be shown weekly at 3:00pm; **Balloon Fest Book Sale** 6/20-7/5; Collaborating with the QLLA DEI Council for the **Frederick Douglas reading on the Green** 7/5/2025; the library is the **CSA pick up site** for Brook and Blossom and Root 5 Farm. Michaela introduced the idea of an **Artist in Residence** program which is an artistic collaboration many libraries have hosted. This includes a formal application process, a gallery showing and artist celebration, and studio hours for the artist to work at the library and for patrons to observe the artist and creative process. More to follow on this initiative. The Board expressed support to undertake further planning. Motion to accept the Director’s Report was entered by Dave; seconded by Sue. All approved.

**Old and New Business**

Concerning **The Kate Schaal Children’s Room** signage: Debbie and Sue met with a referred illustration artist, Marion Lent, and provided a photo of her draft illustration. Board response was positive and suggestions given. Concerns about how the painted sign will be protected will be addressed with the artist.

Concerning the Libraries’ **Website**: Dave had sent a survey to Trustees about Website issues. Please respond. Michaela felt that some aspects of the Website might need improving, but a total overhaul might not be necessary. Mark agreed and asked Michaela to determine what’s functional. **Entry Path Repair:** The contractor, Paul, is willing to meet with the Board and evaluate the job and provide an estimate. Erika will contact him. **SLI:** Michaela will seek additional volunteers to assist with data entry into the SLI Rubric. **Parking Lot Sealing and Line Painting:** The $5384.00 quote from All Star Seal Coating and Paving was reviewed. The Friends will contribute $1000. The remaining $4384 will come from the Library’s funds. Dave indicated sufficient funds are available to meet this need. Tommy entered a motion to proceed with All Star Seal-Coating & Paving; Erika seconded. All approved.

**Next Meeting**

The next meeting is 5/12/2025 at 5:00 pm.

**Motion to adjourn** was entered by Dave; seconded by Sue. All approved. The meeting adjourned at 6:13 pm.