

**Plainville Public Library  
Board of Trustees  
Regular Meeting Minutes  
June 8, 2021**

**LOCATION:** Plainville Public Library

**CALL TO ORDER:** 7:00 PM

**PRESENT:** Pat Fongemie, Rebecca Ireland, Francis Rexford Cooley, Ken Laska  
Julia Underwood, Roberta Lauria, Rosemary Morante (Town Council Liaison)

**STAFF:** Trish Tomlinson (Library Director), Robert Lee (Town Manager)

**ABSENT:** Rebecca Ireland

***Order of Agenda changed to put IV. Youth Services Summer Reading Briefing first on list.***

Alex Klaus presented a briefing on this year's Summer Reading program. In-person activities will be held outdoors on library grounds. Grab n Go kits will continue. Highlights include the following:

- Start Your Tale: Summer Art Journal beginning Wednesday, June 16<sup>th</sup> for Grades 3 –12.
- Animal Embassy: Heroes of the Animal Kingdom on Thursday, June 17<sup>th</sup> at 6:30 pm for all ages.
- Food Explorers: Cooking Demos on Thursdays in July and August.
- Adult summer reading will be a bingo theme with a raffle prize offered.

**I. MINUTES**

Motion was made by: Frances Rexford Cooley to accept the May 11, 2021, minutes as amended.

Seconded: Pat Fongemie.

All in favor: 4 to 0.

**II. FINANCIAL REPORT**

Discussion:

Money reimbursed for COVID-19 expenses totaled \$2,897.83. The amount was credited to the Library Supplies budget line and will be used to purchase a new people counter system.

Motion was made by: Francis Rexford Cooley to accept the May 11, 2021, Financial Report.

Seconded: Ken Laska.

All in favor: 4 to 0.

### III. **STATISTICAL REPORT**

#### Discussion:

Trish Tomlinson presented the statistical report.

Motion was made by: Francis Rexford Cooley to accept the May 11, 2021, Financial Report.

Seconded: Julia Underwood.

All in favor: 4 to 0.

### V. **OLD BUSINESS**

#### a. COVID-19 Update:

- Trish Tomlinson said that wearing of masks is tapering off. Meeting rooms are reopening and scheduling for the public will resume after Labor Day. Youth Services area will continue to be monitored.

#### b. Re-Naming of Youth Services Area to Honor Betty Boukus:

- Recommendation was made by: Ken Laska to the Town Council to re-name the Youth Services Area to The Betty Boukus Memorial Youth Services Room.

Seconded: Francis Rexford Cooley.

All in favor: 4 to 0.

- Pending Town Council approval, date for Dedication Ceremony is September 17, 2021 at 5:00 p.m. at the library, with refreshments to be served. Pat Fongemie and Rosemary Morante will spearhead the Ceremony.

#### c. ARPA Grant Options, Furniture Purchase Source of Payment:

- Motion was made by: Francis Rexford Cooley to use ARPA Grant money \$18,763.00 toward the purchase of furniture price of \$34,409.26.

Seconded: Ken Laska.

All in favor: 4 to 0.

- Motion was made by: Ken Laska to use the balance of the money from the Furnishing Fund for payment of furniture fund of \$15,646.46.

Seconded: Francis Rexford Cooley.

All in favor: 4 to 0.

#### d. New Board Member: Updates

- Pat Fongemie introduced Roberta Lauria as the new member of the Board of Trustees.

### VI. **NEW BUSINESS**

#### a. Calor Fund Re-Investment Advice:

- Motion was made by: Ken Laska to follow advice of the Calor Fund to rebalance funds for a larger return on investment.  
Seconded: Francis Rexford Cooley.  
All in favor: 4 to 0.

b. Change to Permanent Library Hours:

- Suggestion was made to change library hours to 9:00am – 8:00pm Monday through Thursday and hours for Friday and Saturday 9:00am – 4:00pm. Change would occur following July 4<sup>th</sup>.
- Motion was made by: Ken Laska to change library hours as proposed.  
Seconded: Roberta Lauria.  
All in favor: 4 to 0.

c. Gender-Neutral Restroom Signage and menstrual Supply Dispensers:

- There was a discussion about the single-use bathrooms on the main floor being re-purposed as gender-neutral spaces instead of designated male and female restrooms. There was a second discussion about installing free menstrual supply dispensers in the library.
- Motion was made by: Julia Underwood for gender-neutral restroom signage.  
Seconded: Pat Fongemie.  
All in favor: 2 to 0. Motion did not pass.
- Motion was made by: Ken Laska for installation of free menstrual supply dispensers.  
Seconded: Julia Underwood.  
All in favor: 4 to 0.

d. Digital Navigation Grant Proposal:

- Motion was made by: Ken Laska to apply for the State Library Digital Navigation Pilot Program Grant.  
Seconded: Frances Rexford Cooley.  
All in favor: 4 to 0.

e. Plainville Anti-Racism Task Force June 29<sup>th</sup> Event:

- Kick-off meeting is scheduled on June 29<sup>th</sup> at 6:30 pm at the Norton Park Bandshell.

f. Items to be proposed and discussed in September (votes in October where applicable)

- MeeScan Self-Checkout
- Capira Mobile Library App (roll out – end of Summer)
- Fine-Free Policy Considerations
- EDI (Equity, Diversity, and Inclusion) Collection Audit
- EDI Training

- Website Re-Design and Enhancement
- Updated Packet of Library Policies & Statements for Review

**VII. ADJOURNMENT**

Meeting adjourned at 8:30 pm.

Respectfully submitted,

*Dawn Guite*

Dawn Guite, Recording Secretary

*The next regularly scheduled meeting of the Board of Trustees for Plainville Public Library is scheduled for Tuesday, September 14 at 7:00 pm in the Library Trustees Meeting Room.*