



## New Woodstock Free Library

### **Board Meeting Minutes Tuesday, January 11, 2022**

Present: Charles B. Shatzkin, Ray Schwock, Kathy Weimar, Rachel Hunt, Heather Fais  
Director, Heather Elia

1. Upon a motion duly made and seconded, the board voted to accept new board members, Heather Fais and Rachel Hunt for a 3-year term.
2. The Director posted the meeting date/time for the public as required.
3. Upon a motion duly made and seconded, the minutes of the previous meeting were approved as presented.

#### 4. Treasurer's Report:

Ray reviewed the budget income/expense for the year. No unexpected expenses for the year. A new boiler will be installed; getting rid of the oil tank in the basement and moving to propane. This is funded by a grant. It has been the practice to move any unused funds at the end of the year from the operating budget to the DMMCI budget (dedicated maintenance and major capital improvements). This year there is \$8,186.24 unspent.

Ray reviewed the financial reports, giving an overview for the new board members. The board voted to accept the treasurer's report as presented.

#### 5. Library Director Report:

In general, 2021 is better than 2020 in most areas, but still behind the year 2019. Circulation is drifting down, website viewing is down. Social media is up and down in different categories. Charles asked for a breakdown of circulation by category to see what is popular and what is losing interest (books, DVD, mysteries, romance, etc.) Heather will look into this.

Heather is suggesting getting some computer games to loan out since this seems to be a popular trend in other libraries. Board members suggested buying some computer games for use AT the library to encourage attendance in the building. Possibly start a tournament program. Find a neighborhood "kid" who would like to help select games and invite friends to play.

#### Suggestions from the board:

- Add more pop-up menus or widgets to the website so the front page is not static. New events, materials, information should show up on the front page somewhere, readily visible - can be a link to a new page, but it should catch one's attention. Heather will follow up.
- Add more posts to social media; does not have to be only related to events. Daily posts should be done about the library and its neighborhood – fun facts, pictures of snow, exhibits going up, staff info, new materials available, the daily kids' movie that will be playing, invites to stop in the library, etc.
- Do more mailings to inform and invite people to participate at the library. Remind people of services offered, new books/DVDs, curbside pick-up still available, etc. Keep the library actively in front of people.

- Look into streaming and/or video-taping some events so people can participate or view them on line. Use Zoom and/or buy a video camera if needed.

Heather continues to discuss the Georgetown partnership with Pete Walrod, who will talk to the town clerk and get back to us.

6. Ray Schwock agreed to be the third contact for the Eastern Security Services.  
(Tracy will continue to pick up the mail to handle the bills.)

7. Upon a motion duly made and seconded, the board voted to accept Kathy Weimar as Secretary.

8. Upon a motion duly made and seconded, the board approved to move the \$8,186.24 surplus from the operating budget to the DMMCI account.

The meeting was adjourned.

Next meeting – Feb 10 at 6:30pm

Respectfully submitted,  
Kathy Weimar  
Secretary