



**Cheshire Public Library Advisory Board**

**Cheshire Public Library  
104 Main Street  
Cheshire, CT 06410**

**Regular Meeting Minutes  
Date: September 21, 2020**

VIA VIDEO TELECONFERENCE  
(PER EXECUTIVE ORDER OF THE GOVERNOR OF CONNECTICUT)

**Public access made available through streaming on YouTube at**

<http://www.youtube.com/user/cheshirelibrary/live>

**Public comments accepted at [tech@cheshirelibrary.org](mailto:tech@cheshirelibrary.org) and by voicemail at 203-272-2245. Video will be available on Channel 14 and on demand at 203-27 as soon as possible.**

**I. Call to Order**

The regular meeting of the Cheshire Public Library Advisory Board was called to order by Harold Kramer at 7:00 p.m. in the Evelyn Moss Room of the library.

**Pledge of Allegiance**

Board members recited the Pledge of Allegiance.

**Roll Call**

Members present:

Harold Kramer, Chair

Terry Grahame, Treasurer

Jodee Heritage, Vice-Chair

Beth Crowley, Library Director

Emily Versteeg, Technical Moderator

Sylvia Nichols, Town Council Liaison

Member absent:

Dalena DeSena

Kathleen Nankin

Tod Dixon, Secretary

**II. Approval of Minutes from June 15, 2020**

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Motion made by Terry Grahame to approve the Minutes from June 15, 2020 as presented. Jodee Heritage seconded the motion which was approved unanimously by those present.

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**III. Treasurer's Report**

There is \$1,250.00 in the treasury.

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**IV. Communications**

There was nothing to report.

**V. Report of the Chair**

Harold Kramer reported the passing of Joy Hostage with a personal message. His statement reads:

*"I'd like to have a moment of silence for Joy Hostage who died this last week. I knew Joy personally and she was always a pleasure to work with. She was a passionate supporter and advocate for Cheshire Public Library. She supported the Library through the Friends, as a member of the Library Board, and she was the Library's biggest cheerleader on the Town Council. She was a particular advocate for the library staff and she always spoke about the great library that we have here in Cheshire. She will be missed not only by her family and friends but by the entire Cheshire Library community."*

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A suggestion was made to honor Joy in some way at the Library as a thank you for her support through the years. Board members agreed and there will be further discussions.

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Harold Kramer also commended the Cheshire Library Staff with the following statement:

*"The Cheshire Library Advisory Board would like to commend the Library Staff for their outstanding efforts in adapting the library to a new, more digital service model during the pandemic. They transitioned quickly and efficiently to online and other virtual programs and services that served the community well when the library building could not be open during the initial stage of the pandemic."*

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Meeting Minutes

VI. Report of the Library Director

Re-Opening

- Beth Crowley reported that the past few weeks have been very busy. Last Wednesday “in-person” visits resumed and there have been 600 visits since reopening. There was no wait time to enter and patrons complied with safety measures; hand sanitization, masks, and social distancing. Library hours are Monday through Friday 10:00 a.m. to 4:00 p.m. Saturday hours will begin on October 3<sup>rd</sup>.

Computer Sessions

- Computer usage is scheduled by appointment at least 24 hours in advance with 4 computers available to comply with 6 ft. social distancing requirements. The library has been able to accommodate walk-ins for computer use. A Zoom platform is available remotely for those who have questions while using the computers. It works similarly to screen sharing. Every two hours common touch areas are cleaned. The seven day quarantine period for returned items continues.

Programming

- All programs continue to be virtual for the unforeseeable future. Set up of Zoom meetings is available for other organizations that would normally meet at the library.

Professional Activities

- The candidate for the State Librarian withdrew in the winter. The State Library Board has regrouped and has nine semi-finalists to interview. Beth Crowley is again on the second search committee.

Respectfully Submitted by  
 Beth Crowley  
 Library Director  
[bcrowley@cheshirelibrary.org](mailto:bcrowley@cheshirelibrary.org)

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<#>Building and Grounds: ¶

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The Library Roof project went to bid today. Approximately 20 contractors attended the pre-bid walk-through the week prior. The goal is to do the project in the spring during the milder weather so that seven of the aging HVAC units can be replaced. The Library will be open during project work.¶

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The Town Council is waiting on an offer from White Oak Baptist Church for the next lease contract that would go into effect on April 1<sup>st</sup>. Sean Kimball has reached out several times but has not heard back. There will be a discussion if the contract is not renewed.¶

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CHESHIRE PUBLIC LIBRARY ADVISORY BOARD →→→→→ 3¶

Meeting Minutes¶

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**Deleted:** Four staff members and Ms. Crowley will be attending the Public Library Association Conference in Nashville this week. Thank you to the Friends of the Library for funding this training.¶

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Meeting Minutes

203-272-2245 x33021

*Please see our monthly calendar at [www.cheshirelibrary.org](http://www.cheshirelibrary.org) for a full listing of library programs and events.*

**VII. Unfinished Business**

There was no unfinished business.

**VIII. New Business**

There was no new business.

**IX. Adjournment**

The meeting ended at 7:28 p.m.

The next regular meeting of the Cheshire Public Library Advisory Board will be held on **Monday, October 19, at 7:00 p.m.** in the Evelyn Moss Room at the Cheshire Public Library, 104 Main Street, Cheshire. Please notify Beth Crowley at 203-272-2245 x33021 or Harold Kramer at 203-272-8134 in advance if you are unable to attend.

Respectfully submitted,

Dawn Guite, Recording Secretary

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