



**Regular Meeting**  
**Babcock Library Board of Trustees**  
**Babcock Library, 25 Pompey Hollow Road, Ashford, CT**  
**10:00 a.m Tuesday, September 27, 2022**

**In Attendance:** Beth Fitzroy, Sally Demars, Ann Lojzim, Jean McCarthy, Catherine Sampson, and Pamm Summers, and Chonte Fields

**Call to Order:** The meeting was called to order at 10:00.

**Secretary's Report:** Pamm made the motion and Jean seconded to approve the minutes of regular meeting August 23, 2022. The motion carried.

**Treasurer's Report:** Tabled due to waiting to hear from the accountant.

**Library Director's Report:** Storytime has a minimal participation – 2 to 3 people. The bulletin board downstairs has been redone and all upcoming events have been posted. The Cat program is October 8<sup>th</sup>, 9 a.m. to 1 p.m. Pumpkin and scarecrow decorating is October 15<sup>th</sup>, 10 a.m. to noon. Friends book sale is October 21<sup>st</sup>-23<sup>rd</sup>. Trunk or Treat is October 28<sup>th</sup> 7 p.m. to 8 p.m. Game night has been a success with about 12-15 patrons participating each week. A free set of financial literacy materials from the Consumer Financial Protection Bureau have been ordered. Books have been moved to make space for the Mini Split system. The copy machine has been paid through December. The school has a new teacher who wants to do an ethnic program at the library. Sally brought up the mention of a monthly calendar.

**Old Business:** Keys have not been returned by Carolann. The front door lock needs to be changed. The library is cleaner since an outside cleaner has been employed. However, cleaning is expensive and it was proposed that perhaps the library could be cleaned every other week rather than weekly.

**New Business:** Hiring of new Director – the lawyer needs to write a contract for us so that we have protection. Programs – Chonte is working on something for November Mini-Splits will be installed in the library in the next few weeks. Bank statement reconciliation – the bank statement has been reconciled and sent to the auditor. Pamm will meet with Carla. Lawyer bills for Workers Comp have been paid.

**Persons to be Heard** – Diane Mayer was concerned that the staff was not officially told that Carolann was not returning.

**Correspondence:** Three suggestions in the suggestion box were made by children—to have a s'mores party, an ice cream day once a month and more crafts.

**Friends Update:** The Wine Tasting was a success and Sally, on behalf of the Friends, thanked all the members of the Library Board for helping out at the event.

**Items for Next Regular Meeting – October 25, 2022**

Meeting with Carla  
Hiring Process  
Contact Lawyer for contract help  
Update on November programs  
Cleaning  
Employee Evaluations

**Adjournment:** Sally made the motion and Pamm seconded to adjourn at 11:25. The motion carried

Respectfully submitted, Ann T. Lojzim, Recording Secretary