

# JANET CARLSON CALVERT LIBRARY BOARD OF TRUSTEES

5 Tyler Drive  
Franklin, Connecticut 06254  
1/24/19

Called to Order: Matt Calvert called the meeting to order at 7:01 p.m. Present: Matt Calvert, Joan Seidel, Tom Seidel, Chris Friese, Denise Day, Barbara Dyer and Head Librarian Chris Schulz.

Minutes: Joan Seidel made a motion to accept the minutes of December 20, 2018 seconded by Tom Seidel. Barbara Dyer abstained. All in favor, so moved.

Treasurer's Report: Balances in the special checking account and Library budget are acceptable and on target for the year. Motion to accept the Treasurer's Report by Denise Day, seconded by Barbara Dyer. All in favor, so moved.

Correspondence: Chris Schulz renewed ACLB membership.

## Librarian Report: January 2019

**Quilt of Valor** Feb 2nd also Take Your Child to Library Day. There will not be a breakfast this year, just the ceremony at 9:30am. I will be showing the movie Fantastic Beasts and having a scavenger hunt in the library for Take Your Child To The Library Day.

**Status of the library** – I called the school about fingerprints for Matt and no go yet. I told him to contact the police and see what the hold-up is. -- Charlie Grant has commissioned the current custodian and his wife to be the caretakers of the building. Charlie will make an appt to discuss next week. – The Fiber optics contact spoke with Charlie on Wednesday. She will be sending me the minutes next week. I have notified the fire Department since they want to have it too.

### **Programs:**

I will be starting up book club with Elisha Brooks again in 2 weeks. I still bring 60 about books and 12 DVD's every month. They have a new activities director, so I am waiting on her to tell me what time and day to meet.

Sonya has been developing a program for the Horizons clients. We have 4-6 clients and usually two staff members come once a week for a story, music and game. I had spoken with Groton Public Library last year for ideas and we have been using that as a guide to create a program for us. They like to party.

We have another special needs client that has been coming here for years. The person that brings her here asked for some little jobs to have her do when she comes so I am going to have her dust the shelves.

I started a Birth to 2 program on Tuesdays. We sing and do exercises and fun things for about 20 minutes then the parents network. I have three parents and 4 children attending. The three babies are all days apart so it is easy to do the program with them.

I was approached by a parent for an afternoon program, so I am developed a program I named 15Minutes. In 15 minutes I will try to teach one topic (especially if I know what they are learning at home), for example, paint with a straw, why, how, etc. and get a story thrown in if appropriate, then the children can do the craft and take home. This week we made fossils which is the topic they are learning at home. These are young homeschoolers and the attention span is not too long, plus they want to play so 15 minutes is about all they could handle.

The Geography of the United States Homeschool program on Thursdays have started. I had 4 families with 7 children but today there were 6 families and 14 children. One more family can't join until February and that will add 4 more children. Sonya comes in to help and she does a great job with the younger children.

Our cook book club is taking our taste buds on a blind date in February. We are making different types of dips and we have to guess the ingredients. Join us if you would like to go!

I have Bingo reading games for Children and adults from Jan – March 31<sup>st</sup>. There are game boards available if you want to join. Chances to win a movie ticket are the prizes.

I have started 1000 Books Before Kindergarten program. I have the interest of about 6 families so far. This program encourages family togetherness and literacy. Parents and children can keep track of the books they read and will be awarded prizes at every hundred books.

Continuing programs are Noveltea, Breakfast Bookclub and All Things Culinary, story hour, knitting and the most popular Music where I have up to 14 children some days.

I also am preparing for April and Smart money month. I may need to bring in consultants do not offer free programs but only as a last resort.

Summer Reading theme is A Universe of Stories. I will have Teddy Bear Campout camp in Space!

We are doing all this plus our usual monthly programs.

**Book Sale:**

I have reserved the hall for Sunday, March 17<sup>th</sup> at 1PM until March 25<sup>th</sup>. I have scheduled Discover Books to pick up on Monday, March 25<sup>th</sup> at 9AM. Any help moving the boxes or packing up would be a help.

Due to the Bingo game I already have a truck and volunteer who will help on Sunday! I am going through all of the donations at the school so we should have a good-sized children sale. Also the Seniors are going to come on Tuesday and help set up the sale for an hour. We try to do things together every few months. The week after I am going there to make seeded pine cones for the birds.

**CAT:**

I have sent out the call for libraries and authors. I also sent out the invoice and stated that there is a \$25.00 charge to be on the Trail if they join. So far 13 libraries have responded, 1 new library (Ashford).

**Library Policies and Procedures:**

It is time to look at the policies again and also to create a 5 & 10 year plan. I have never written the plans down and they really should be. I will try to look at a section this next month. Anyone have an electronic version?

**Grants:**

I will be beginning to apply for grants again. I am looking for CAT, early literacy, 15 minutes and homeschool grants.

Motion to accept the Librarian's Report by Joan Seidel, seconded by Chris Frieese. All in favor, so moved.

Old Business: 2019 meeting schedule – Motion made to accept the updated library Board meeting dates by Denise Day, seconded by Tom Seidel, all in favor, so moved.

New Business: None

Public Comment: None

Motion to Dismiss: Chris Frieese made a motion to adjourn at 7:25PM, Denise Day seconded the motion. All in favor, so moved.

Respectfully submitted,  
Christine Schulz