



TOWN OF MIDDLEBURY

Library Board of Trustees

Meeting Minutes

Tuesday, May 9, 2023 – 4:30 P.M.

Present: Rita H. Smith - Chairman
Meg Vance
Mary Veillette
Peter Vaccarelli – Vice Chair-arrived at 4:02PM
Diane Giuditta

Also Present: Jo-Ann LoRusso, Library Director
Rachel Primus, Recording Clerk

Absent: John Moriarty

Rita Smith called the meeting to order with the Pledge of Allegiance at 4:30 P.M.

Approval of April 11, 2023 Meeting Minutes

VOTED: Unanimously on a motion by Meg Vance and seconded by Diane Giuditta to **APPROVE** the April 11, 2023 meeting minutes.

Trustee Reports

• **Treasurer's Report**

Mary Veillette read the report into the record. There were no changes in the Brick Sales and room naming opportunities account during April 1, 2023 through April 30, 2023.

Total brick sales to date = \$55,160.00

Total expenses to date = \$30,235.45

Balance in Fund 61 (Brick Sales and Room Naming Opportunities account) = \$24,924.55.

VOTED: Unanimously on a motion by Diane Giuditta and seconded by Meg Vance to **APPROVE** the Treasurer's Report.

• **Secretary's Report**

Nothing to report.

• **Director's Report**

JoAnn Lorusso said she emailed everyone a copy of her report. She noted the statistics were attached. There were no questions. JoAnn Lorusso reviewed the calendar of events for May. She noted the Summer Read Initiative "Have Book will Travel" will run June through August. It is meant to encourage patrons to read. The participants can enter to win gift cards from local businesses. The library will supply passports and maps to help with the encouragement. JoAnn Lorusso said there will be monthly drawings provided for by local businesses. She explained the toddler group will receive a map, postcards and bookmarks. When the maps are completed they can be turned in and enter the drawing to win. June 19th at 2:00PM is the official kick off. Snacks will be served and a photo booth will be available. Pre-K through grade 5 will also

receive a map. JoAnn Lorusso said that a local high school student volunteered to design the digital cover for all the maps and she received credit for her course at Pomperaug Highschool. JoAnn Lorusso explained that the intent of the maps is for participants to explore different sections of the library.

JoAnn Lorusso said that Middlebury elementary school will have the first-grade field trip to the library in a few weeks. This gives the library an opportunity to promote what it has to offer. She said that 50 plus library cards will be issued.

JoAnn Lorusso said the library will start their summer hours from Memorial Day until Labor Day. The hours will be the same, but the library will be closed on Saturday.

VOTED: Unanimously on a motion by Peter Vaccarelli and seconded by Meg Vance to **APPROVE** the Director's Report.

Old Business

None

New Business

None

Public Comment

None

Adjournment

VOTED: Unanimously on a motion by Peter Vaccarelli and seconded by Mary Veillette to **ADJOURN** to meeting at 4:48 PM.

These minutes are submitted subject to approval.

Respectfully submitted,

Rachel Primus

Recording Clerk

Attachments

Cc: Library Board of Trustees
Library Director
Town Clerk

TREASURER'S REPORT

TO: Middlebury Public Library Board of Trustees

FROM: Mary C. Veillette, Treasurer

DATE: May 9, 2023

RE: Report for the period April 1, 2023 through
April 30, 2023.

There were no changes in the Brick Sales and Room Naming Opportunities accounts during the period April 1, 2023 through April 30, 2023.

Total Brick Sales to date: \$55,160.00

Total Expenses to date: \$30,235.45

Balance in Fund 61 – Brick Sales and Room Naming Opportunities
account: \$24,924.55

Respectfully,

Mary C. Veillette, Treasurer

To: Middlebury Public Library Board of Trustees

From: Jo-Ann LoRusso, Library Director

RE: Director's Report

May 9, 2023

Statistics for April 2023

(Chart)

Calendar of May Events

(Calendar)

2023 Summer Read Initiative: "Have Book Will Travel" (2023 Summer Read Sponsors)

Our goal is to encourage our community to read for fun while learning about various travel related fiction and nonfiction books. Participants can enter to win gift certificates throughout the summer sponsored by our local establishments.

Middlebury Elementary School (MES): First Grade Field Trip

Middlebury Public Library Summer Hours

The Middlebury Public Library will be closed on Saturdays beginning Memorial Day weekend to Labor Day. We will resume Saturday hours: 10AM to 2PM on Saturday, September 9, 2023.

April 2023

Collection Size	74,807
Monthly Circulation	2,790
Active Cards	2,410
New Residents	29

	Number of Programs	Number of Attendees
Adult Programs	5	17
General Programs	0	0
YA/Teen Programs	4	0
Children's Programs	11	112
Family Programs	14	38
Total Programs	34	167