

**The Killingworth Library Association
Board of Directors
May 27, 2025**

To: Lise Brule, Bini Freeman, James McDonald, Dave Meixell, Jan O'Sullivan, Dick Otto, Mariah Miesel, Holly Perry, Chris Larson, Gwenne Celmer, Tim Emerson, Ben Sodergren, Tammy Eustis

From: Lucinda Hogarty

Re: Agenda for Board of Directors meeting Monday, May 27, 2025, 7:00 P.M.

- Consent Agenda-vote to accept
- Minutes-review previous meeting's minutes, vote needed only if there are changes
- President's Report
- Library Director's Report
- Budget and Finance Report
- Fundraising Report
- Grants Report
- Building and Grounds Report
- Other Business
 - Security
 - Programs
 - Governance
 - Recognition
 - Strategic Planning
 - Friends of the Library
 - New ideas, events, etc.

If you cannot attend, please call, text or email:

Chris Larson: chris.larson.m@gmail.com

Lucinda Hogarty 860.450.9570, email: lhogarty@gmail.com

DATES TO REMEMBER:

Regular Governance/Management Tasks by Month

- July:
- Annual report to the town (the request from the town can occur at different times)
- September:
- Draft annual campaign solicitation letter and arrange for printing (Technique Printers) and bulk mailing (Deep River P.O.)
- October:
- Annual appeal letter sent
- November:
- Review holiday schedule for following year
 - Nominate slate of officers
- December:
- Annual meeting and elections of officers and renewal of terms
 - Staff recognition gifts
 - Budget Development
- January:
- Review bylaws
 - Develop budget request
 - Budget request submission to town
- February:
- Annual appeal reminder letters to previous donors to go out
 - Meet with Board of Selectmen and Finance, as needed
- March:
- Review Strategic Plan
- April:
- National Volunteers Week-recognition
 - National Library Week-Board to determine recognition for staff (lunch?)
- May:
- Staff performance review
 - Plan NAA submission
- June:
- Submit NAA proposal to town, if needed

Killingworth Library Board of Directors 2024-25 Goals & Objectives

1. Provide appropriate funds (amount to be determined) for the Killingworth Library's FY 2024-25 operating budget through year-round fundraising events, grants, and other income-producing and cost-saving activities.
2. Expand fundraising initiatives and opportunities for individuals, businesses and organizations to support the Killingworth Library.
3. Expand library programming to increase cultural and educational opportunities for children, young adults and adults, boost visibility and participation through traditional and social media, promotional material, website and e-communication.
4. Conduct annual technology review, track Internet usage, and ensure Killingworth Library's multimedia capabilities are current within one–two years of the latest technology.
5. Increase non-board member involvement on KLA committees to develop board membership pipeline, spread the workload, and expand involvement in the Killingworth Library.
6. Increase the number of library cards held by community members and online library account membership.
7. Utilize new website with subscriber email capability to support direct communications with patrons on programs, fundraising activities and library news updates.
8. Develop a formalized planned giving program that makes it easy for individuals to give charitable annuities, bequests and other planned gifts to support the Killingworth Library.
9. Maintain the library building and grounds to provide an attractive, welcoming place for all.

Killingworth Library Association, Inc.

Consent Agenda

May 27, 2025

(Note: **Bold Items require action.** Please take note.)

President's Report

Board of Finance

Our budget request was not reduced this year and the town budget was approved at the town meeting on May 19, as was the capital budget which included \$40,000 for the library pavilion.

Solar Panel project:

Background: CT Green Bank/Technical partner CSW report: The project fails to meet the minimum system size requirements to participate in the solar MAP program. They've provided a list of eligible contractors in CT that we could reach out to directly to gather design and modeling information from. <https://www.ctgreenbank.com/find-a-contractor/>.

Dick Otto is requesting proposals so that we can provide ballpark estimates to potential donors for their response

Governance

Review Strategic Plan as updated by Ben and staff. See attached

Budget and Finance: Jan O'Sullivan

Attached are my reports for April.

Fundraising

Annual campaign total update>

Mariah is planning a corporate appeal using lists from past gold contribution appeals.

Building And Grounds:

Chris Mello , town DPW, will take care of improvements to the uneven sidewalk slabs and change the step to a handicapped accessible incline to the north parking lot.

Recognition

Grants

Friends of Library

Kickoff-Gatsby event.

The Killingworth Library Association

Board of Directors Meeting Minutes

Monday, April 28, 2025

- Directors Present: Lucinda Hogarty, Chris Larson, Mariah Miesel, Lise Brule, Jan O'Sullivan, Dick Otto, Tim Emerson, Bini Freeman, Jim McDonald
- Directors Excused: Dave Meixell
- Directors attending budget meeting on behalf of Board: Gwenne Celmer, Holly Perry
- Staff present: Ben Sodergren, Library Director

The meeting was called to order at 7:02 pm

Consent Agenda: Jan O'Sullivan made a motion to approve; seconded by Jim McDonald. Passed.

Minutes: The minutes of the March 2025 meeting were approved as submitted.

President's Report:

- Chris reported that Eric Couture has said it's fine for us to solicit bids for the solar panel project.
- He also said he has emailed Chris Mello, Public Works director, requesting an arborist evaluate library area trees. He also requested consideration of the installation of an inclined ramp into the north parking lot. Chris Mello is working on a schedule of routine maintenance for town buildings. He will also address the drainage grate in the front of the library which had been rendered inaccessible for cleanouts, due to the new curbing placement.

Library Director Report- Ben's report was inadvertently omitted from the meeting package and he discussed some of its contents.

E-Rate: FCC Form 471 was filed in March, so dependent on the continued existence of the E-Rate program, we will continue to receive a 50% discount on our Internet service through CEN. This was the first year that the library had to file independently (rather than going through the State Library), so we secured a 5-year contract with CEN to ensure continued service in the coming years.

Additionally, the State Library will be holding an information session on April 30th for the coming cycle of construction grants. These are for a minimum of \$30,000, and a maximum of \$2,000,000, to fund one-half of the costs of construction projects. Ben will attend.

Ben recommended lowering the hourly fee for use by commercial groups of the library meeting room from \$100 to \$50 as an introductory rate. The room use policy will be part of the use agreement. Reservations can be made on LibCal accessed from the website. Jim moved to change the rate, Tim seconded, and the motion was passed.

Treasurer's Report: Cash and Endowment reports for March were circulated prior to the meeting. Reminder letters to previous donors to the annual fund yielded another \$2000 so far.

Fundraising:

-Mariah discussed the plans for a kick-off Friends of the Library event celebrating the 100th anniversary of the publication of *The Great Gatsby*. It will be on May 10, 6- 9pm at the Barrel House, with a live band. There will be a “speakeasy theme.” A QR code will be included on a pamphlet for distribution directing interested people to join the Friends of the Library. We will also collect a mailing list from the guest book at the event.

Ben mentioned it will be important to ensure that any Friends group operates in alignment with the Library’s stated mission and values.

Annual appeal total so far is about \$16,000.

Grants:

Mariah and Ben submitted the \$5000 grant application to Dollar General for WonderBooks (print books with an audio module in the front cover that lets kids read and listen simultaneously) and to purchase a laptop with an Adobe Creative Cloud subscription for our teens. Adobe Creative Cloud is a suite of professional software, including photo- and video-editing tools.

We do not plan to submit an application for the NAA this year. Criteria have changed and we will assess next cycle to determine possible needs depending on pavilion progress or other considerations.

Building & Grounds:

- Dick will request bids for the solar project. Lucinda will convey to Heather Greenaway where things stand in the process.

Recognition

Gift certificates and thank you cards were provided to the 12 volunteers for National Volunteer Appreciation week.

Governance:

Nancy McCormick has submitted her resignation from the Board, effective today. Chris will request an exit interview with her.

Lucinda mentioned that the review of the Strategic Plan will be addressed next month since tonight’s meeting was shortened due to the Board of Finance meeting. Ben and staff will review it to ensure updates are included. It will be available in an easy to access format.

The next meeting will be held on Tuesday, May 27 instead of Monday due to the Memorial Day holiday.

Meeting adjourned 7:56 pm.

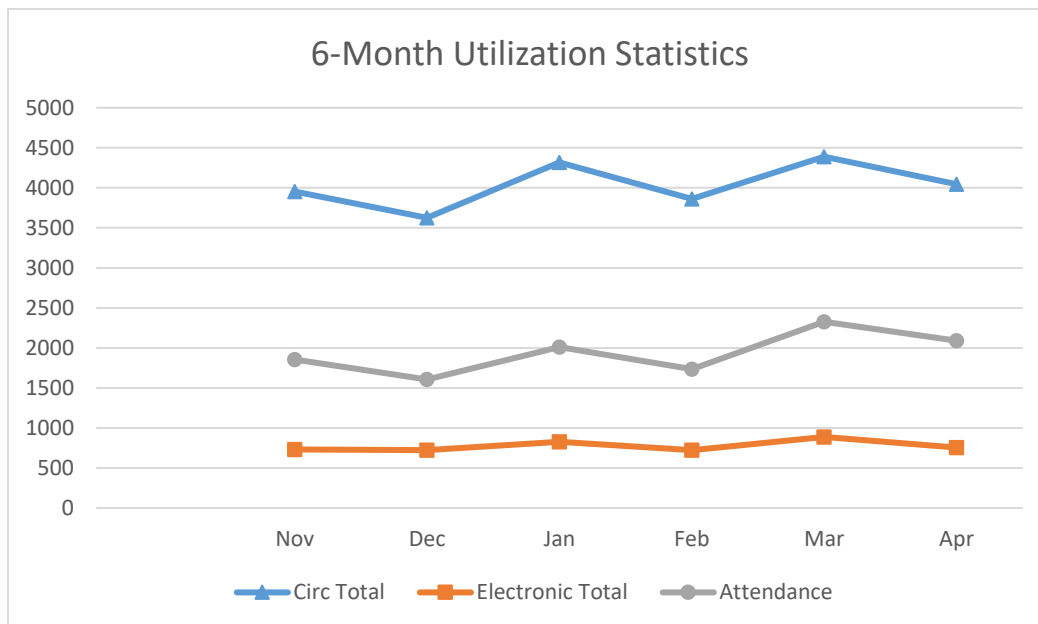
Respectfully submitted,

Lucinda Hogarty

Killingworth Library
May 2025 Library Director's Report

April Utilization Statistics:

Type	Service	Nov	Dec	Jan	Feb	Mar	Apr
Patron Stat	In-House Attendance	1,855	1,606	2,010	1,736	2,327	2,091
	PC Use	65	62	76	48	56	33
Circulation	Adult books	1,283	1,160	1,389	1,213	1,287	1,254
	Juvenile/Tween books	1,317	1,176	1,280	1,244	1,421	1,294
	YA books	53	28	28	39	36	33
	DVDs	186	205	355	302	335	337
	Audio CD Books	67	70	100	86	86	74
	Magazines	36	27	37	19	22	17
	Other (puzzles, passes,etc)	84	59	65	45	75	58
	Loaned to Other Libraries	198	177	235	191	239	220
Electronic	E-Checkouts Hoopla	295	315	343	321	329	312
	E-Checkouts Libby	213	192	255	222	298	254
	E-Checkouts Magazines	215	217	229	172	256	191
	BookFlix (Juv)	7	0	0	8	5	0
		Nov	Dec	Jan	Feb	Mar	Apr
Circ Total		3954	3626	4316	3862	4389	4044
Electronic Total		730	724	827	723	888	757
Attendance		1,855	1,606	2,010	1,736	2,327	2,091



Top 3 Facebook Posts for April:

- Discovering Amphibians promo with flyer (4/25) - 2,670 people reached ; 8 likes ; 14 shares
- Gatsby Night first promo with flyer (4/4) - 1,362 people reached ; 22 likes ; 1 comment ; 14 shares
- Sourdough Bread promo with flyer (4/25) - 1,221 people reached ; 9 likes ; 10 shares

April Program Attendance:

Program	Date	Attendance	Age Group
Tales for Tots	4/1, 8, 15, 22, 29	60	Children
How CT Thumbed Its Nose At Prohibition	4/2	22	Adults
Love2Sign	4/3, 10, 17, 24	42	Children
American Girl Doll Club	4/3	13	Children
Music w/ Margie	4/4, 11	44	Children
Letters to the Earth	4/5	10	Children
Tuesday Book Discussion	4/8	10	Adults
Wildlife Detectives	4/8	17	Children
LEGO STEM Club	4/8	6	Children
Phoebe and Her Unicorn	4/9	0	Children
Stuffed Animal Sleepover	4/10	16	Children
Writers Writing	4/11, 4/25	12	Adults
What Makes a Bird a Bird?	4/12	15	Children
Art for All: Make a Matisse!	4/14	7	Adults
Tasty Tuesday	4/15	13	Children
Movie Night: The Great Gatsby	4/16	6	Adults
Mystery Book Club	4/17	10	Adults
Family Storytelling	4/19	4	Families
Surprise Saturday	4/19, 4/26	14	Children
Knuffle Bunny Play	4/23	16	Children
Pajama Storytime	4/24	1	Children
Discovering Amphibians, Frogs, and Salamanders	4/25	19	Adults
Drive-In Movie Nite	4/29	2	Children
Intro to Sourdough Bread	4/30	33	Adults
	Total:	392	

Legislative Update: S.B. 1234, the bill intended to create more fair terms for libraries in ebook licensing agreements, passed both chambers of the legislature and awaits the governor's signature.

One of the concerns with prior versions of the bill was that publishers might, rather than complying with the restrictions in the bill, decide not to do business with Connecticut libraries at all. The new bill addresses that by only taking effect after a certain number of *other* states have passed similar bills. So, until other states are able to pass their own versions of the bill, this has no effect on us.

Summer Programming: Planning for summer programming this year is underway. We're using iRead's "Level Up At The Library" theme, which has a gaming theme. Our intent is to take advantage of the theme to launch more young adult programming, and hopefully build an enduring young adult patron base.

Additionally, one of the major events we'll be running this year is a Treasure Island-themed escape room. If any Board members are willing to temporarily donate any of the following items, please let me know before July:

- Vintage-looking furniture, especially tables, cabinets, bookshelves, things with drawers
- Anything nautical or pirate-themed: ship's lanterns, buoys, oars, etc.
- Gold or silver-looking decorative items
- Wooden milk crates
- Vintage birdcage
- Small, padlock-lockable chests or boxes
- Small rugs
- Fancy table runners or tablecloths
- 8.5" x 11" picture frames (we need 14!)
- Padlocks: key, combination, directional, etc.

Killingworth Library Assoc., Inc. CASH REPORT

April 30, 2025

WEBSTER CHECKING ACCOUNT

Beginning Balance \$3,660.84

	<u>Current Month</u>	<u>Prior Months</u>	<u>Total to Date</u>
REVENUES			
Book Sales		2,195.35	2,195.35
Fund Raising			
Annual Fund	1,435.00	15,671.00	17,106.00
60-for-60 Fundraiser		1,468.00	1,468.00
Golf Tournament			0.00
In House Sales Items		138.00	138.00
Amazon Smile/iGive/PayPalGiving			0.00
Art Sales			0.00
Miscellaneous		4,920.00	4,920.00
Gifts Received	230.00	1,251.50	1,481.50
Grant Income	1,442.00	4,800.00	6,242.00
Rental Income			0.00
Miscellaneous Income	50.10	100.92	151.02
Town Contribution		273,750.00	273,750.00
User Fees		1,405.00	1,405.00
TOTAL RECEIPTS	<u>\$3,157.10</u>	<u>\$305,699.77</u>	<u>\$308,856.87</u>
DISBURSEMENTS			
Books	3,581.66	26,461.65	30,043.31
Computers	501.93	2,177.04	2,678.97
Consortium Expenses		8,956.33	8,956.33
Copier Lease	235.99	1,779.47	2,015.46
Dues & Professional Dev.		1,591.67	1,591.67
Fundraising Expenses		1,791.05	1,791.05
Goodwill/Public Relations	180.00	240.00	420.00
Earmarked Expenses		8,373.20	8,373.20
Insurance			
Health	2,306.50	20,227.97	22,534.47
Liability/WC/D&O	686.00	2,096.32	2,782.32
Library of Things		957.40	957.40
Maintenance	57.76	9,521.64	9,579.40
Museum Passes		740.00	740.00
Office (supplies, equipment, fees)	285.01	3,988.18	4,273.19
Payroll Expenses	16,412.98	155,901.08	172,314.06
Programs - Adult		346.14	346.14
Programs - Children	150.00	2,529.21	2,679.21
Seed Library			0.00
Subscriptions	180.90	2,819.04	2,999.94
Unemployment Compensation	574.84	403.03	977.87
Utilities			
Electric	696.86	7,150.43	7,847.29
Oil	499.63	6,069.99	6,569.62
Telephone	130.48	1,090.51	1,220.99
To Petty Cash			
TOTAL DISBURSEMENTS	<u>\$26,480.54</u>	<u>\$265,211.35</u>	<u>\$291,691.89</u>
Transfer from Endowment			
Transfer from/to Money Market	25,000.00		
Transfer from/to Encumbered Savings			
Ending Checking Balance	\$5,337.40		

WEBSTER BUSINESS MONEY MARKET		Beginning Balance	\$88,524.35
Deposits			
Withdrawals	25,000.00		
Interest Income	580.77	Includes interest adjustment for prior months	
Bank Charges			
		Ending Balance	\$64,105.12

ENCUMBERED SAVINGS (WEBSTER)
NEIGHBORHOOD ASSISTANCE FUNDS

Deposits	0.00	Beginning Balance	\$3,727.49
Withdrawals	0.00	Ending Balance	\$3,727.49

ENCUMBERED FUNDS

Deposits	127.94	Beginning Balance	\$47,146.21
Withdrawals	0.00	Ending Balance	\$47,274.15

BUILDING FUND

Deposits	0.00	Beginning Balance	\$10,065.23
Withdrawals	0.00	Ending Balance	\$10,065.23

Interest Income	148.54	Total Ending E.S. Balance	\$61,215.41
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KILLINGWORTH LIBRARY ASSOCIATION, INC.
Endowment Report for Morgan Stanley Smith Barney
For the Period ending April 30, 2025

ACCOUNT SUMMARY

Bond Account

	Begin. Value	Account Activity	Ending Value
Cash and Money Fund	\$38,405.19	(\$33,193.88)	\$5,211.31
Certificates of Deposit	\$0.00	\$20,031.70	\$20,031.70
Taxable Bonds	\$447,569.53	\$20,510.40	\$468,079.93
Mutual Bond Funds	\$0.00	\$0.00	\$0.00
	\$485,974.72		\$493,322.94

Stock Account

	Begin. Value	Account Activity	Ending Value
Cash and Money Fund	\$5,312.53	(\$5,130.50)	\$182.03
Equities	\$471,717.49	(\$14,589.16)	\$457,128.33
EFTs (Exchange-Traded Funds)	\$112,266.00	(\$2,205.00)	\$110,061.00
Certificates of Deposit	\$0.00	\$0.00	\$0.00
	\$589,296.02		\$567,371.36

TOTAL ENDOWMENT \$1,060,694.30

INCOME SUMMARY - Interest and Dividends

Bond Account: \$2,421.55
 Stock Account: \$474.94

TOTAL INCOME THIS PERIOD: \$2,896.49

TOTAL INCOME PRIOR MONTHS: \$29,951.63

TOTAL INCOME THIS FISCAL YEAR: \$32,848.12

75% of Income To Date: \$24,636.09

Objective	Action Item	Priority	Type	Start Date	Due Date	Status	Town Approval Required?	Internal Contact	Notes
Goal 1: Improve library users' experience, making the library more attractive, welcoming, safe, and receptive to con									
			Building			Closed	FALSE		Done
Enhance physical environment	Improve exterior lighting and the safety of the parking lot and implement a new parking lot lighting plan and paving project.	High	Building			Closed	TRUE		Done -- mortared top of wall.
	Address crumbling retaining wall in library garden and explore ways of utilizing garden for programs.		Building			Closed	FALSE		Ordered new tables for conference room; opened up the mini conference room
Evaluate and adjust interior spaces to maximize patrons' comfort and best meet competing needs for work, quiet, study, or tutoring	Identify ways of making the conference room more flexible/adaptable.	High	Building			Closed	FALSE		Converted Longfellow Room to tutoring space by putting in large table and chairs, and installing door with window for safety. Added online schedule for booking both conference rooms.
	Identify ways of remediating noise issues in the library's main room.		Building			Closed	FALSE		
	Develop plan for office formally used by Middleto		Building			Closed	FALSE		Turned into tutoring room.
	Adjust hours to best meet community's needs and utilization patterns.		Administrative			In Progress	FALSE		Catching up on digitizing attendance records so we can reexamine our open hours.
	Implement program/process that allows patrons to reserve staff time for individual and small group guidance.		Programming			Closed	FALSE		Tech time, both drop-in and by appointment on the website.
Utilize a communications/public relations approach keeping the community informed using various modalities and media, conveying key messaging about the library's mission, offerings, and potential.	Continue to monitor metrics on messaging and adjust according to needs.		Administrative			Ongoing	FALSE		weekly email? meet & greet library social with board members; email newsletter, facebook posts, constant contact "evaluation of..."
Goal 2: Expand library's collection and its role in the community's education across all age groups									
Collaborate with schools, senior, and civic groups	Develop unique and/or complementary STEM/STEAM programs based on patron interest.	Medium	Programming			Ongoing	FALSE		STEM activities incorporated into many children's programs. 2025 summer programming will have a STEM focus.
Explore and utilize new and emerging means to determine the needs and expectations of Killingworth	Analyze modes of reaching out into community.	Medium	Other			In Progress	FALSE		Focus on this in next community survey.
Select, acquire, curate, maintain, and provide free materials in all formats to meet the disparate needs and interests of the community.	Continue to expand electronic offerings for all age groups while monitoring utilization.		Collections			Ongoing	FALSE		Hoopla is popular, would be good to expand patron access, but the charge-per-checkout model is expensive; might have to be in conjunction with retiring other formats.
Select, acquire, curate, maintain, and provide free materials in all formats to meet the disparate needs and interests of the community.	Identify library resources that are declining in utilization and develop transition plan.		Collections			Ongoing	FALSE		At the original time of writing, we thought that we may be able to retire our collection of CD audiobooks. However, usage has remained steady over the last few years, making it difficult to justify transitioning away from any of our current resources.
Select, acquire, curate, maintain, and provide free materials in all formats to meet the disparate needs and interests of the community.	Continue expansion and increased diversity of tween resources while weeding obsolete materials.		Collections			Ongoing	FALSE		difference between what's been offered at the schools vs. what's offered at the library; potentially become a resource of reading material for teens that are blocked/banned; what do the teens and tweens want - what are their needs? Teen/Tween advisory board
Select, acquire, curate, maintain, and provide free materials in all formats to meet the disparate needs and interests of the community.	Continue to improve diversity of juvenile collection while weeding obsolete materials and addressing collection gaps.		Collections			Ongoing	FALSE		
Goal 3: Monitor and embrace new developments in technology to involve, educate, support, and entertain the community									
Create a technology plan to periodically ensure updates and allow for appropriate budget allocation	Update disaster recovery plan to include data backups and protection of data contained in paper assets (backup policies on the cloud)	Medium	Administrative			In Progress	FALSE	Holly	
	Identify who has access to library via combination only versus combination and keys.		Administrative			Closed	FALSE		This was completed when we upgraded our door locks.
Collaborate with schools, senior, and civic groups	Develop programs corresponding to expressed demands and interests.		Programming			Ongoing	FALSE		Both homeschool book clubs were in response to patron requests
Collaborate with schools, senior, and civic groups	Collaborate with other community groups to co-sponsor and publicize programs of general and educational interest.		Other			Ongoing	FALSE		We've been in contact with several places around town; Beechwood and Congregational Church have okayed including us in their newsletters.
Collaborate with schools, senior, and civic groups	Continue to offer "gallery" style exhibitions for student artists.		Programming			Ongoing	FALSE		
Collaborate with schools, senior, and civic groups	Continue to offer display case to feature community organizations' activities.		Other			Ongoing	FALSE		
Collaborate with schools, senior, and civic groups	Collaborate with other town organizations to determine needs in the community		Other			Ongoing	FALSE		What town organizations can we collaborate with? Non-profits, schools, PTO, KWO, Lions

	Objective	Action Item	Priority	Type	Start Date	Due Date	Status	Town Approval Required?	Internal Contact	Notes
	Create a technology plan to periodically ensure updates and allow for appropriate budget allocation	Consult with Bibliomation Technology support about equipment refresh standards in use by the consortium and/or member libraries of similar size. (appropriate budget allocation)		Administrative			Ongoing	FALSE		Completion of Novus Insight network upgrade in early 2025, following recommendations of Bibliomation tech team.
Goal 4: Assure financial strength and sustainability and increase active support for library										
	Maintain responsible accounting, budgeting, and forecasting procedures.	Develop and promote planned giving (or endowment increase)	Medium	Fundraising			In Progress	FALSE	Ben (temp)	May require a lawyer, estate planning, presentation for Q&A. Next step is to info gather on this - need a designated person to run this; talk to local org as to how they are doing this. Essex Library
	Maintain responsible accounting, budgeting, and forecasting procedures.	Develop a peer audit plan so that financial transparency is ensured, which will lead to greater confidence in the decision to donate.	Medium	Finance			In Review	FALSE		Would need to coordinate a time with Jan to do the audit. Lise would be a good resource for this.
	Strengthen Library Board of Directors	Recruit diverse members of community who have time, interest, energy, and talents to contribute to the library's mission and serve as ambassadors for the library's mission.	Medium	Administrative			Ongoing	FALSE		High school students in an advisory role? No age limitation. Bring this up for the next board meeting. Recruit KES staff person?
	Evaluate, support, and modify, as needed, volunteer roles within library to ensure appropriate, sufficient, and efficient coverage.	Develop a volunteer manual, replacing standalone checklists.	Medium	Administrative			Closed	FALSE	Ben	Closed; phasing out volunteer roles.
	Define, recruit, and engage an active Friends of the Library group, to serve as a community voice in library committees, as a pipeline to board membership, and to build bridges to the community	Revitalize and rebuild the Friends of the KLA and develop projects and volunteering where they can serve.	Medium	Administrative			In Progress	FALSE		Recruitment process began with Gatsby event; will need to find more ways to find interested community members.
	Maintain responsible accounting, budgeting, and forecasting procedures.	Enhance investment strategies.		Finance			Ongoing	FALSE		
	Maintain responsible accounting, budgeting, and forecasting procedures.	Support seeking of grant funding.		Fundraising			Ongoing	FALSE		
	Optimize partnerships with regional, state, and national library organizations and other libraries to share best practices and share resources when practical.	Ensure attendance at the CT Library Association conference and/or relevant statewide meetings		Other			Ongoing	FALSE		
Goal 5: Track and/or develop possible expansion opportunities recognizing the need for community meeting space while recognizing the library's role as a community center and recognizing that the building is owned by the town.										
	Explore expansion of library's scope of services, including offering expanded physical space for meetings, tutoring, and programs.	Work with town in development of a multi-year capital improvement plan, advocating for expansion of the library building, exploring use of American Recovery Plan Act (ARPA) funds. This act established Fiscal Recovery Funds, which are intended to provide support to state and local governments in responding to the impact of COVID- 19. Under this Act, Killingworth will receive approximately \$1.8 million.		Building			In Review	TRUE		Does the town have any ARPA funds that have yet to be expended?