

Killingworth Library Association

Board of Directors Minutes

Monday, Aug. 26, 2024

Directors present: Holly Perry, Bini Freeman, Lucinda Hogarty, Chris Larson, Mariah Miesel, Lise Brule, Jan O'Sullivan, Nancy McCormick, Dave Meixell, Gwenne Celmer, Dick Otto

Directors excused: Roslyn Reeps, Jim McDonald

The meeting was called to order at 6:32, the early start time due to accommodating the schedule of First Selectman, Eric Couture.

Pickleball Court Discussion with First Selectman

Eric acknowledged the concerns of library staff and board members that the area next to Rocco Reale Field and adjacent to the library may cause difficulties. Board members expressed three areas of concern: noise, limitation of future expansion, and parking. While a tree/sound barrier could be part of the planning, this would only partially address concerns. The next step will be for board members to attend the Park and Rec Commission meeting on Monday, Sept. 9, at the EOC at 7:30 to suggest relocation of the planned courts. The chair of P&R is Jim Duffield and his email is:

ParkRec@townofkillingworth.com

Other members of P&R are:

Christopher D. Swiss (R)
James Joseph Duffield, Chair (U)
Donna M. Clark (D)
Chris Robert Smalley (U)
Glenn A. Johnson (U)
William Raymond Burley (U)
Jeremy D. Burr (U)

After P&R, the matter will go to Inland Wetlands, which meets on Sept. 10 at 7 pm also at the EOC.

Consent Agenda

- Jan made a motion to approve the consent agenda, seconded by Nancy. Passed.

Minutes

- The minutes of the July meeting were approved as submitted.

President's Report

Library Director's Report

- Submitted

Treasurer's Report

- Our financial advisors have reduced our monthly fees by 20% upon our request.

Fundraising

- Discussion about 60th anniversary social media campaign, requesting donations, perhaps specifically to support the pavilion. It will be incorporated into our annual campaign in October, as well as “Branding” all programs to link to the 60th. There will be a banner and raffle baskets issued to those who contribute. Please get raffle donations to Mariah by Sept. 27. Suggested items were: Red Sox tickets, Killingworth merch or gift cards.
- To be promoted at Oct. 5 Town Picnic.

Grants

- We will apply for a Community Foundation of Middlesex County grant, due Sept. 25. Project will be to define the space for the Teen area, with dividers and furniture.
- **NAA Update:** We received word that we were approved for 100% of the \$18k for solar panels and 60% for the pavilion, i.e. \$23k. Requests need to be made to businesses for them to commit on the state form for their tax credit to the state between Sept. 15 and Oct. 1.

Building and Grounds

- Re the garden wall: Dick will discuss McKie’s estimate to repair stonework with Gina Regolo.
- Jan and Dick to buy dogwood for John Hine memorial planting. Plaque to come later.

Governance

Lucinda has added a monthly calendar of board/governance responsibilities to each month’s board packet.

Next meeting is Sept. 23 (the 4th Monday of the month). Lise will serve as recording secretary in Lucinda’s absence.

Adjournment

- The meeting adjourned at 7:47 pm.

Respectfully submitted,

Lucinda Hogarty,

Recording Secretary

**Killingworth Library Association
Consent Agenda
September 23, 2024**

From the Treasurer:

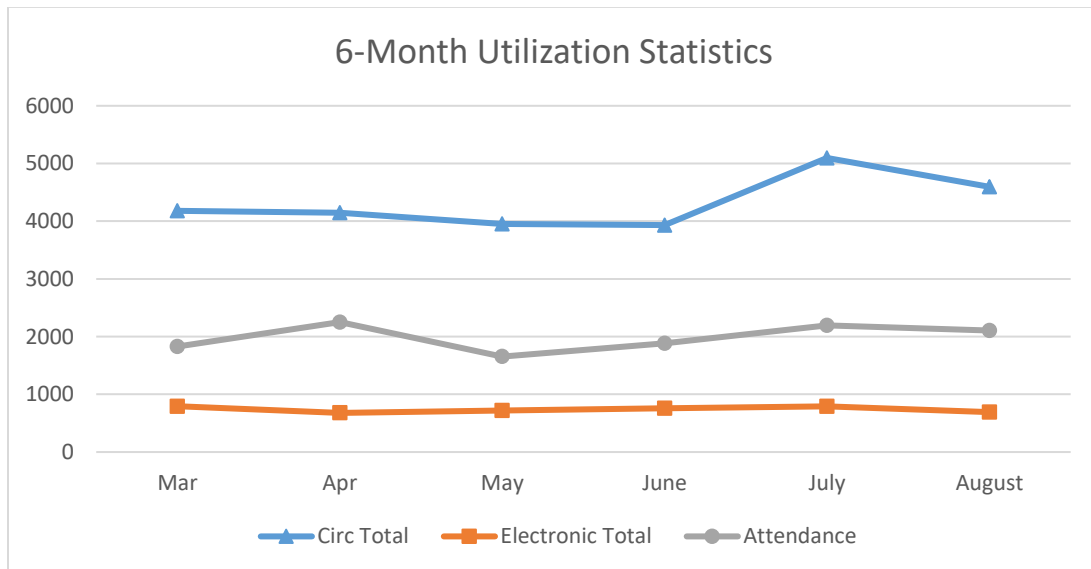
- I filed our annual business report with the State and paid the \$50 fee.
- The interest rate on one of our money market accounts at Webster Bank dropped, and I renegotiated a better rate.
- The book sale made \$845, which will show up on the September Cash Report for next month's meeting along with three months of lobby sales totaling \$433.
- I compiled and finished the annual report to the town. Thank you, Ben, for putting together the summarized list of accomplishments. Holly will sign it and we'll distribute it to the Board and submit it to the town.
- Ben and I are working on the annual Connecticut Public Library Survey; I have supplied the numbers.
- I am working on the Form 990 IRS filing and am almost done. It is due on November 15 and will be filed online. If you would like a copy of the entire document before it is filed, please let me know by October 1.
- I talked to two patrons/donors about their desire to make sure the library goes solar. I will provide more information at our meeting.
- We had a bond come due in our Endowment account at the end of August, and there were some other liquid assets in the account available to invest, so all of that is now invested in two other bonds.

Killingworth Library

September 2024 Library Director's Report

August Utilization Statistics:

Type	Service	Mar	Apr	May	June	July	August
Patron Stat	In-House Attendance	1,828	2,252	1,654	1,882	2,196	2,106
	PC Use	25	36	27	16	21	29
Circulation	Adult books	1,272	1,362	1,302	1,290	1,631	1,490
	Juvenile/Tween books	1,365	1,321	1,199	1,164	1,774	1,516
	YA books	41	52	43	52	109	70
	DVDs	311	291	245	238	293	309
	Audio CD Books	84	95	106	101	115	105
	Magazines	37	48	48	66	60	67
	Other (puzzles, passes, etc)	44	63	77	58	99	104
	Loaned to Other Libraries	234	237	212	205	225	242
Electronic	E-Checkouts Hoopla	288	240	255	231	260	267
	E-Checkouts Libby	235	298	240	252	303	231
	E-Checkouts Magazines	267	140	206	195	217	179
	BookFlix (Juv)	4	0	18	81	10	14
		Mar	Apr	May	June	July	August
Circ Total		4182	4147	3951	3933	5096	4594
Electronic Total		794	678	719	759	790	691
Attendance		1828	2252	1654	1882	2196	2,106



Top 3 Facebook Posts for August:

- Bay State Books Bin (8/29): 1,337 people reached ; 2 comments ; 5 shares ; 3 likes
- Fire in the Sky flyer (8/8): 912 people reached ; 6 likes ; 5 shares
- All About Beavers program photos (8/1): 900 people reached ; 7 likes ; 2 shares

August Program Attendance:

Program	Date	Attendance	Age Group
Tales for Tots	8/6, 13, 20, 27	74	Children
Surprise Saturdays	8/10, 17	15	Children
Homeschool Book Club 10 – 12	8/8	4	Children
Homeschool Book Club 7 – 9	8/13	7	Children
Mister Seahorse	8/15	9	Children
Fire in the Sky: Meteor Showers and Rocks from Space	8/15	15	Adults
A Close Look At Coneflowers	8/20	8	Children
Read and Wonder About Turtles	8/22	2	Children
	Total:	134	

Banned Books Week: This week (9/23 – 9/28) is Banned Books Week, and – as we have done annually for many years now -- we plan to make a display with this year's book censorship statistics, along with a selection of the most-banned titles from recent years. Last year, for the first time, we encountered some pushback on Facebook from Killingworth residents upset about the inclusion of LGBT materials on the display. Given that incidents of banning have continued to rise sharply year over year, it would be appropriate to be prepared for a repeat episode this year.

New Programs: Sharyn Nelson will be taking on her first programs here at KLA with a series of Halloween-themed papier-mâché classes through September and October. Faith Sprigg, Youth Development Coordinator with HKYFS, will also be making a programming debut with an art program aimed at the elusive tween/YA audience. Finally, we'll be beginning a monthly movie night for children, which we hope to expand to adults as well.

ACLB Featured Library: The Association of Connecticut Library Boards was kind enough to make KLA the featured library on their home page, in a post that went live today, 9/23.

Killingworth Library Assoc., Inc. CASH REPORT

August 31, 2024

WEBSTER CHECKING ACCOUNT

Beginning Balance

\$7,206.18

	<u>Current Month</u>	<u>Prior Months</u>	<u>Total to Date</u>
REVENUES			
Book Sales			0.00
Fund Raising			
Annual Fund	425.00	225.00	650.00
Raffle Proceeds			0.00
Golf Tournament			0.00
In House Sales Items			0.00
Amazon Smile/iGive/PayPalGiving			0.00
Art Sales			0.00
Miscellaneous		4,900.00	4,900.00
Gifts Received		150.00	150.00
Grant Income			0.00
Rental Income			0.00
Miscellaneous Income	11.00		11.00
Town Contribution		136,875.00	136,875.00
User Fees			0.00
TOTAL RECEIPTS	<u>\$436.00</u>	<u>\$142,150.00</u>	<u>\$142,586.00</u>
DISBURSEMENTS			
Books	2,325.00	3,832.42	6,157.42
Computers	191.27	55.30	246.57
Consortium Expenses	883.00	8,048.00	8,931.00
Copier Lease	288.10	184.17	472.27
Dues & Professional Dev.			0.00
Fundraising Expenses			0.00
Goodwill/Public Relations			0.00
Earmarked Expenses			0.00
Insurance			
Health	2,226.50	2,226.50	4,453.00
Liability/WC/D&O			0.00
Library of Things		217.80	217.80
Maintenance	637.76	414.08	1,051.84
Museum Passes	125.00		125.00
Office (supplies, equipment, fees)	275.80	274.88	550.68
Payroll Expenses	17,635.02	20,826.84	38,461.86
Programs - Adult			0.00
Programs - Children			0.00
Seed Library			0.00
Subscriptions	62.00	412.54	474.54
Unemployment Compensation		323.93	323.93
Utilities			
Electric	1,053.79	975.22	2,029.01
Oil			0.00
Telephone	125.79	125.86	251.65
To Petty Cash			
TOTAL DISBURSEMENTS	<u>\$25,829.03</u>	<u>\$37,917.54</u>	<u>\$63,746.57</u>
Transfer from Endowment			
Transfer from/to Money Market	20,000.00		
Transfer from/to Encumbered Savings			
Ending Checking Balance	\$1,813.15		

WEBSTER BUSINESS MONEY MARKET		Beginning Balance	\$163,029.70
Deposits	0.00		
Withdrawals	43,063.00		
Interest Income	309.04		
Bank Charges			
		Ending Balance	\$120,275.74

ENCUMBERED SAVINGS (WEBSTER)
NEIGHBORHOOD ASSISTANCE FUNDS

Deposits	0.00	Beginning Balance	\$2,427.49
Withdrawals	0.00	Ending Balance	\$2,427.49

ENCUMBERED FUNDS

Deposits	23,190.60	Beginning Balance	\$31,113.96
Withdrawals	0.00	Ending Balance	\$54,304.56

BUILDING FUND

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

Interest Income	2.56	Total Ending E.S. Balance	\$66,799.84
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KILLINGWORTH LIBRARY ASSOCIATION, INC.
Endowment Report for Morgan Stanley Smith Barney
For the Period ending August 31, 2024

ACCOUNT SUMMARY

Bond Account

	Begin. Value	Account Activity	Ending Value
Cash and Money Fund	\$8,312.83	\$21,626.36	\$29,939.19
Certificates of Deposit	\$0.00	\$0.00	\$0.00
Taxable Bonds	\$451,678.87	(\$17,418.33)	\$434,260.54
Mutual Bond Funds	\$0.00	\$0.00	\$0.00
	\$459,991.70		\$464,199.73

Stock Account

	Begin. Value	Account Activity	Ending Value
Cash and Money Fund	\$12,619.67	(\$8.72)	\$12,610.95
Equities	\$463,102.04	\$11,096.10	\$474,198.14
EFTs (Exchange-Traded Funds)	\$110,313.00	\$2,331.00	\$112,644.00
Certificates of Deposit	\$0.00	\$0.00	\$0.00
	\$586,034.71		\$599,453.09

TOTAL ENDOWMENT \$1,063,652.82

INCOME SUMMARY - Interest and Dividends

Bond Account: \$1,626.36
 Stock Account: \$611.74

TOTAL INCOME THIS PERIOD: \$2,238.10

TOTAL INCOME PRIOR MONTHS: \$4,931.31

TOTAL INCOME THIS FISCAL YEAR: \$7,169.41

75% of Income To Date: \$5,377.06