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TOWN OF NORTH BRANFORD

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MEETING MINUTES
NORTH BRANFORD LIBRARY BOARD
Edward Smith Library
Wednesday, September 10, 2025
6:00 p.m.

Chair Frandsen called the meeting to order at 6:06 p.m.

1. Salute to the Flag

2. Roll Call

Present: Chair Frandsen, Vice Chair Anderson, Member Budney, Member Fallon and Member Macmillen

Also Present: Library Director Davis

Absent: Assistant Library Director Lemire

3. Approval of minutes:

a. Approval of August 13, 2025 minutes

Motion: Member Budney made a motion to approve the minutes from August 13, 2025: seconded by Member Fallon

Abstain: Vice Chair Anderson and Member Macmillen

Discussion: None

With all in favor, motion passed

4. Library Board Report: Nothing to report

5. Library Director's Report:

- We're planning to restart interviews around mid-September and will be moving forward with more candidates after that.

- The Town Manager has asked each Town Department to submit a summary of its work over the past year fiscal year, to be compiled into the Town's Annual Report. Library's submission included photos, graphs, and highlights of some of our lesser-known programs—such as our **support group for caregivers of individuals with dementia, Music Connections, LEGO**

robotics, and other unique offerings that people might not realize we're involved in. It served as a great reminder of the depth and variety of our work.

Each department was asked to submit a summary of its work over the past year. We aimed to make it visually engaging by including photos, graphs, and highlights of some of our lesser-known programs—such as our **support group for caregivers of individuals with dementia**, **Music Connections**, **LEGO robotics**, and other unique offerings that people might not realize we're involved in. It served as a great reminder of the depth and variety of our work.

- We're excited to introduce **Tonies** to the Library's collection! Tonies are a **screen-free audio system** designed especially for young listeners. Each Toniebox is a soft, cube-shaped speaker that plays music and stories when a character figurine is placed on top. For example, placing a **Cinderella** Tonie on the box will play **three classic songs** from the movie, followed by a narrated version of the story. There are many popular characters available, including favorites from Disney and other well-known series. Tonies offer an engaging, interactive alternative to screen time and are perfect for encouraging independent listening. You can **check out a Toniebox along with character figurines**, or if you already have a Toniebox at home, you're welcome to **borrow just the characters** from our collection.

- I was recently approached by a local resident who organizes a book club here in town. Sadly, two of their longtime members have passed away, and the group was looking for a meaningful way to honor their memory. They decided on a memorial bench, which is a lovely tribute. The bench is made of granite and has been placed at the **Atwater Library**, making it a lasting and thoughtful gesture in a place that reflects their shared love of reading.

- **Reminder: Book sale** scheduled for Saturday, Sept 20th from 9-2 at Atwater. THS will also hold their tag sale on the same day.

- **Reminder: A Community Day of Connection, scheduled for Saturday, 9/13/2025**
Library will be participating in this event. BHcare, in partnership with *Common Ground -- Connecting Our Town* is hosting a free event to celebrate the strength, spirit, and togetherness of our community! To bring together local organizations and connect with families in our community.

Adult Programs:

3-part series of programs presented by Personal Genetics Education & Dialogue

A new generation of genetic tools has opened a pathway to improving the world around us.

Ancestry and Identity (Series Part 1 of 3) September 11, 2025 at the Smith Library 6:00–8:00 p.m. Please join us as we explore the intersection of science, innovation, and society with our *Introduction to DNA Ancestry Testing* program! This program explores genetic testing for ancestry and family history purposes. Attendees will have the opportunity to discuss the questions, challenges, and benefits of bringing genetic technologies into their lives.

DNA, Crime, and Law Enforcement (Part 2 of 3) September 17, 2025 at the Atwater Library 6:00–8:00 p.m. Please join us for a fascinating evening of exploration in the use of DNA as a tool in law enforcement. How can we as a society use genetics to keep people safe, solve crimes, and, at the same time, develop policies that provide appropriate safeguards and privacy protections?

Engineering the World Around Us (Part 3 of 3) September 25, 2025 at the Smith Library 6:00–8:00 p.m. In this program, we focus on three potential uses of genetic engineering tools with the goal of reducing food toxicity, modifying disease-carrying insects to preserve an endangered species, and reviving an extinct animal - the wooly mammoth - to possibly aid in slowing permafrost thawing.

Children Program:

Tea Time with Teddy will be held on Thursday, September 18th from 5:30 p.m. – 6:30 p.m.

Recommended Grade K-5th grade.

6. Unfinished Business: Discussion and action

- a. Liability waivers and hold harmless agreements – No updates**
- b. Social Media Policy – No updates**
- c. Display Policy**
- d. Program Policy**
- e. Collection Development and Maintenance Policy**
- f. Material Review and Reconsideration Policy**

Director Davis presented to the Board four policies that were reviewed and approved, as submitted, by the CT State Library: Display Policy, Programming Policy, Collection Development and Maintenance Policy, and Material Review and Reconsideration Policy.

Vice-Chair Anderson made a motion to approve the policies as presented to the Library Board seconded by Vice-Frandsen.

Abstain: None

Discussion: None

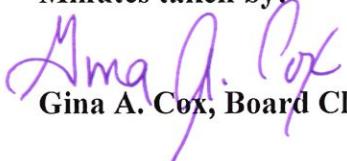
With all in favor, motion passed

7. New Business: Discussion and action:

- a. FY 24-25 Annual Statistical report:** Library Director passed out report for the Board to review
- b. Summer Reading report survey:** The survey serves as a valuable tool for us to gather community feedback — helping us better understand what people enjoy, what's working well, and where we can improve our services and programs.

8. Adjournment: With no further discussion, Vice Frandsen adjourned the meeting at 7:10pm

Minutes taken by:


Gina A. Cox, Board Clerk