

Douglas Library Board Meeting

October 7, 2026

Present: Bunny McGuire, Chair; Charlie Adams, Jill Godburn, Bonnie Kinsman, Laura Leifert, Rosemarie Lopez, Laura Moran, Library Director

Opening of Meeting:

Board Chair Bunny McGuire called the meeting to order at 6:00 pm.

Old Business:

Liberty Cocktail Party: The Cocktail Party was held September 18th, from 5:00–8:00 p.m. The Liberty Library Tavern Night fundraiser raised approximately \$300 in support of the library. Considering the number of other events taking place throughout the community that evening, the event was a success and provided an enjoyable opportunity to gather with both longtime supporters and first-time attendees. Attendees embraced the spirit of the evening, with many arriving in festive red, white, and blue attire that added to the atmosphere and sense of community. Local conservationist, historian, and reenactor Tim Abbott entertained guests with a fascinating presentation connected to the Revolutionary War 250th anniversary, emphasizing that the fight for independence and the challenges facing the young nation did not end in 1776.

New Business:

Friends of the Library: The Friends and Hospitality Committees were encouraged to extend an invitation to the Cranford Club in recognition of its continued support. Donations of candy and glow items for the library's Halloween celebration may be dropped off any time before October 30. Volunteers willing to assist with decorating are welcome to join us on Thursday, October 29, at 2:00 p.m. The community is invited to visit the library to enjoy the Halloween decorations on October 30 or during Halloween Trick-or-Treat hours.

Technology Program and Grant Update:

The **Project Justice Grant** reached an important milestone this month with the receipt of the final grant funds. Re-entry kit materials have arrived and will include personal hygiene items along with resource information on food assistance, education, family support, health services, technology resources, and library services. Planning for related outreach and educational programming continues.

Received for Record
10/9/2026 2:57pm


Town Clerk

The **ConneCTing the Corner Project** is now underway. Digital Navigator Jennifer L. began service this week and is available to provide free, one-on-one technology assistance by appointment. She will be at the library on Mondays from 3:00 to 6:00 pm and occasional Wednesdays, helping community members build digital skills and access online resources.

The **ConneCT DEEP Program** continues to expand technology access in our community. Library laptops have been received and are currently being configured for distribution. A significant number remain available, and community members who may qualify are encouraged to contact or visit the library for more information. Technology instruction and support are available to program participants to help ensure they can successfully use their devices and access online resources.

Finances:

Annual Appeal: The director shared a draft of the Annual Appeal. Board members were asked to provide feedback and suggestions so the messaging can be finalized. The draft will be revised and finalized by late-October, followed by printing in early November and envelope-stuffing shortly thereafter. All materials are scheduled for mailing on or before November 16, ensuring timely delivery to donors.

Librarian's Report: The Director reported that the library will offer voter forms, stamps, and envelopes as a community service.

IMLS Library Convening 250: Telling America's Story: The Director expressed sincere gratitude to the Board for its support in making attendance at the upcoming IMLS Library Convening 250: Telling America's Story possible. The convening is designed specifically for staff from small and rural libraries and focuses on civic literacy, local history, and innovative community programming. IMLS is covering travel, lodging, and meals for participants, recognizing the financial challenges often faced by small and rural libraries.

The conference will provide opportunities to learn from peers across the country, share the Douglas Library's work, and identify grant programs and partnerships that may help bring additional resources and programming to our community.

The Board's flexibility in moving the October meeting to October 7 is greatly appreciated and has made this professional development opportunity possible.

The Director reported that the CT State Library Annual Report was completed ahead of the October 1st deadline.

Building Operations: The library continues to make progress on a number of maintenance, repair, and capital improvement projects throughout the building. Painting of the main library spaces has been completed, and work will continue on trim, accessory rooms, and other finishing details. The library is currently awaiting flooring estimates and is evaluating the cost-benefit of replacing several smaller areas at one time versus limiting work to the water-damaged bathroom. Following receipt of the upcoming fire inspection report, the library anticipates being required to update several access doors to meet current code requirements. Quotes will be requested, and the Town will be notified of these necessary building maintenance needs. Additionally, the estimate received for the elevator's required five-year inspection was significantly higher than anticipated. A request for review and reconsideration of the quote has been submitted.

Public comment: There was none.

Closing of Meeting: A motion to adjourn was made by Rose L. and seconded by Bonnie K. The motion passed, and the meeting adjourned at 7:10 PM with thanks expressed to all members for their continued support of the library.

Events: Free unless otherwise noted

- **Board Meeting** Closed November 11th for Veteran's Day
- **Art Show**, Beth Miller and her son Dylan Vadakin, September/October
 - Patricia Decker: November/December
- **Digital Navigator:** Mondays 3:00-6:00 pm, appointments requested
- **Scrabble**, Mondays @ 6:00 pm
- **Scavenger Hunt** – Monthly
- **Coloring Through the Seasons** – All Ages
- **Puzzle and Game Swap Room** -- Open
- **Seed Swap Station** -- Collection Encouraged

- **Douglas Book Club**, Heartwood, October 28th, 2:00 pm
- **Potion Bookmark Drop in**, Saturday, October 10th, 10:00-12:00
- **Digital Skills Workshops**: October- December Dates TBD
 - Kick Off, Part 1 & Part 2 (November 16th)
 - **Matt Robinson**, Author, educator, and entrepreneur Matt Robinson to present talk to launch the library's digital literacy sessions. October 28th 6:30
 - Intro to Technology, 1 & 2 TBD
 - Intro to Spread Sheets TBD
- **Halloween Decorating**, Thursday, October 29th, 2:00 pm
- **Halloween at the Library**, October 30th (regular hours) and 31st regular hours and community trick or treat hours
- **Community Service Opportunity, Writing cards for Veterans**
 - Wednesday, November 4th, 1:30-8:00 pm
- **Local History Talk, Kathryn Boughton**, Friday, November 6th
 - the Northern Army and its Canada Campaign of 1775/76,
- **Closed for Veterans Day**, Wednesday, November 11th
- **Board and Friends Planning Meeting**: Saturday, November 14th 10:30 am
- **Cyber Safety: Be Aware. Be Ready.** November 13th, 1:30 pm. In person talk: Registration Required 860-824-7863
- **Holiday Party Fundraiser**: December 4th: Date to be confirmed
- **Gingerbread House Workshop**: December 7th, 4:00 pm
- **Board Meeting**: Wednesday, December 9th, 6:00 pm
- **Author Talk: Charlie Goodyear**: January TBA
- **Local Speaker: Varoujan Froundjian**: January TBA
- **Free Senior Education Seminar**: Wednesday, January 27th at 6:00 pm
 - Families helping our loved ones stay safe, independent, and in their own homes for as long as possible.

Respectfully submitted,
 Laura Moran
 Library Director