

**TRUMBULL LIBRARY BOARD OF TRUSTEES  
MINUTES**

July 11, 2012

Trumbull Library

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Members Present: Chairwoman Tara Liskov, Arthur A. Kukla, James Cebulski, Joan Hammill, Antonio Petitti, Laura Ponzio, Carol Porrata Elstein, Jeannine C. Stauder, Mary Whatley

Members Absent: Mary Whatley

Also Present: Susan J. Horton, Library Director, Joanne Orenstein, Clerk

**The meeting was called to order at 7pm by Chairwoman Liskov.**

**Public Session:** No members of the public were present.

**Correspondence:** A letter from the family of Mary Sheehy thanking the Board for their thoughtfulness was received.

**Minutes:** Mr. Kukla made a motion to approve the Minutes of June 13, 2012 as presented. Mr. Petitti seconded. **VOTE:** All in favor.

**Director's Report:** Ms. Horton reported the open position for the Youth Services Librarian was advertised, and 16 applicants, all with MLS degrees, were received. Mary Ann Meyer, the Town's Personnel Director, makes the first cut. The date of the Staff Development Training was changed to October 29<sup>th</sup>.

The Town hired an efficiency auditor, who met with Ms. Horton via conference call. One question of interest – how can the Library better partner with the schools to share resources?

Mr. Sheehy is still compiling the circulation numbers for the year-to-year report.

**Treasurer's Report:** Mr. Petitti reported salaries are still being reconciled for the end of the year due to Cathy Mauro's leaving. Other funds are allocated by the Town, expenses such as electricity. This year, only 91% of the budgeted funds were used, showing the effects of the very warm winter, and closing for one week following Irene.

There was a remaining expense of \$142.01 to Ingram Library Service, versus the income of \$2300 from the Friends', for One Book/One Town. Book sale income of \$880.50 represents the passive book sales in the lobby. The Board funds were used (along with programming budget) to make up for the lack of funds from the Friends'. (They had pledged \$11,000, paid \$1500 for One Book/One

Town earlier and then the aforementioned \$2300, for a total of \$3800 year-to-date). Mr. Cebulski suggested putting another group together to fundraise and do other activities alongside the Friends'. The Library Board cannot disband the Friends', but they can create a parallel group. Mr. Kukla suggested Ms. Horton bring a list of all the outside groups that meet regularly in the Library to draw interested parties from.

**Fairchild-Nichols Branch:** Mr. Cebulski reported at Kathy Duran is the new Chair, John Hax the Vice Chair. The railing has been put up. The Trust is doing well.

**Parking Lot:** No dates yet.

**Policy Committee:** Joan Hammill and Jeannine Stauder distributed marked-up copies of the Computer & Internet Policy, Technology Center Etiquette, and Wi-Fi Access for approval. They will be typed up by Ms. Horton and presented as completed at the next meeting. On the new Table of Contents, all the review dates will be listed. Ms. Horton found one last policy to review -- Staff Development.

**Old Business:**

Friends of the Library: Covered during Treasurer's Report.

**New Business:**

Library Board scholarship: Ms. Stauder will speak to the Stratford Library to see how they do it. Ms. Ponzio will bring a copy of the Junior Women's League scholarship criteria to the next meeting.

Ms. Horton's Five Year Retrospective: Ms. Porrata Elstein commended Ms. Horton on all she has done in 5 years. Mr. Kukla emphasized the importance of creating a Strategic Five Year Plan. Ms. Horton felt the Board needed to decide on what kind of Library they want to be, what the most important things are. She said the building does not need to be bigger, just reorganized. Ms. Stauder suggested studying space usage. Ms. Liskov asked Mr. Kukla spearhead these questions.

August Meeting: Mr. Petitti made a motion to not meet in august, to reconvene in September. Ms. Stauder seconded the motion. **VOTE:** All in favor.

**Adjournment:** Mr. Petitti made a motion to adjourn, Mr. Cebulski seconded. **VOTE:** All in favor at 8:15pm.

Respectfully submitted:

Joanne Glasser Orenstein  
Clerk

Approved; pending final approval by the full Board of Trustees,

Tara Liskov, Chairman  
Trumbull Library Board of Trustees

The next meeting of the Trumbull Library Board of Trustees will be Wednesday, September 12th at 7pm.