

**TRUMBULL LIBRARY SYSTEM BOARD OF TRUSTEES
MINUTES**

Trumbull Library

September 11, 2013

Members Present: Chairwoman Tara Liskov, James J. Cebulski, Joan Hammill, Jeannine C. Stauder, Arthur A. Kukla, Antonio Petitti, Nancy Rupp, Laura Ponzio, and Carol Porrata-Elstein

Also Present: Sue Horton, Library Director

The meeting was called to order at 7:00 p.m. by Chairwoman Tara Liskov.

Correspondence: Chairwoman Tara Liskov noted that the ACLB Conference flyer was received this month.

Approval of Minutes: Motion made by Arthur Kukla and seconded by Joan Hammill to approve the minutes of July 10, 2013. Vote was unanimous. Motion carried.

Director's Report: Library Director Sue Horton discussed the Creators' Corner at the Fairchild-Nichols Branch, and she also noted that three libraries are planning to add 3D Printers to their facilities. She has spoken with administrators regarding welcoming any school and supplemental programs to the Library.

On September 28, the Fairchild-Nichols Association is hosting an Open House to encourage individuals to experience the 3D printer, to show the improvements that have been made within the Library, and to introduce the new manager and staff.

New Initiative-Mallett Lecture Series was discussed, as well as a plan to add a series of classes and lectures on topics of interest. This is an outgrowth of the One Book One Town Program which includes lectures on particular topics.

Profiles of Trumbull is another series topic, as well as a plan to bring more Trumbull residents to the Library.

Ms. Horton also explained the new staffing at the Library. As of August 28th, a new part-time circulation clerk, Karen Boniche, began employment at the main Library.

Rearrangement of spaces at the Main Library was discussed, as well as layout and circulation issues within the Library. Some changes that are planned include moving and consolidating magazines, putting in comfortable seating areas, moving online catalogs and music, opening up walkway spaces, and installing cost-effective display type bookcases for browsing.

Treasurer's Report: Mr. Petitti discussed memorial fundraising for the Library. Corrections to the expenditure reports for previous months were also discussed. Technology funds were discussed, as well as book sales.

Youth Program expenses were discussed, as well as the supplies purchased for these programs. Incurred expenses and reimbursements for August were also noted. The Mallett Foundation and other Library programs were further discussed. Ms. Horton noted that there are currently ongoing expenses for the different programs currently offered at the Library.

Mr. Petitti discussed disbursements and income for July and August. He also noted that there was nothing outstanding regarding the budget.

The Larry Heimann Fund and its accumulated interest was also discussed, as well as a new book plate. In accordance with Mr. Heimann's wishes, more children's books will be purchased, and the fund's accumulated interest will be allowed to grow. Ms. Stauder will notify Mr. Heimann of the Board's intent to follow his interests.

Fairchild Branch: Mr. Cebulski discussed two projects that were completed during the summer, the MakerBot space, which is a soundproof room. This room is currently being used successfully. Exterior painting is the second project.

Ms. Rupp discussed the Open House scheduled for September 28, from 11 a.m. to 2 p.m., and noted that there is a new branch manager at the Library. Publicizing for the event was also discussed. There has been a notice in the Trumbull Times for several weeks. She noted that the Library staff has been a great help with the preparation for this event. Bookmarks were made for the Open House, as well as colorful flyers.

Old Business: Decisions regarding the signage and handicap parking spaces at the Trumbull Library will be tabled until the next meeting. Ms. Porrata-Elstein will follow up on this issue.

The status of the book sales, both inside the Library and the Friends sales, were discussed. Ms. Horton noted the great help that Mr. Bernard Klem has been with regard to the current book sales.

New Business: The rearrangement of spaces inside the Library was further discussed. It was asked of the Board to approve closing the Library for one day in order to facilitate the move.

Motion made by Laura Ponzio and seconded by Joan Hammill to have Sue Horton contact Public Works about a date for closing the Library. Vote was unanimous. Motion carried

The Association of Connecticut Library Boards, or ACLB, will be having a conference on Friday, October 25, in West Hartford, CT. The conference and its costs were further discussed.

Motion made by Carol Porrata-Elstein and seconded by Jeannine Stauder to approve \$150.00 for Board Trustees and Director Sue Horton to attend the 2013 ACLB Trustee Leadership Conference, "Exploring the Role of Technology," on Friday, October 25, 2013. All opposed. Vote was unanimous. Motion not carried.

Motion made by Carol Porrata-Elstein and seconded by Jeannine Stauder to amend the previous motion, thereby approving \$210.00 for Board Trustees and Director Sue Horton to attend the 2013 ACLB Trustee Leadership Conference, "Exploring the Role of Technology," on Friday, October 25, 2013. Vote was unanimous. Motion carried.

There being no further business to discuss, a motion was made by Arthur Kukla and seconded by Carol Porrata-Elstein to adjourn the meeting at 8:10 p.m. Vote was unanimous. Motion carried.

Respectfully Submitted,

Dawn Kosarko
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, October 9, 2013 at 7 p.m.