

**TRUMBULL LIBRARY SYSTEM BOARD OF TRUSTEES
MINUTES**

Trumbull Library

April 9, 2014

Members Present: Chairwoman Jeannine Stauder, Vice Chairwoman Joan Hammill, James J. Cebulski, Carol Porrata-Elstein, Antonio Petitti, and Nancy Rupp

Members Not Present: Treasurer Arthur Kukla, Laura Ponzio, and Tara Liskov

Also Present: Sue Horton, Library Director

The meeting was called to order at 7:04 p.m. by Chairwoman Jeannine Stauder.

Director's Report: The budget was discussed with the Board. Ms. Horton presented to the Town Council Finance Committee on March 18th. The final vote by the full Town Council will take place on April 10th. If the Library budget is approved by the full council on April 10th, the process of filling the position of full-time circulation/technical services clerk can begin.

Development of a new strategic plan in the new budget year beginning on July 1, 2014 was discussed.

The Connecticut Library Association Conference will be held in Cromwell, CT on Monday and Tuesday, April 28th and 29th. The cost for one day is \$140.00. Ms. Horton hopes to attend several informative workshops at the convention, and she will be President next year of the Fairfield Libraries Administrators Group (FLAG).

Motion made by Carol Porrata-Elstein and seconded by Antonio Petitti to have Library Director Sue Horton attend the Connecticut Library Association Conference for one day, Monday, April 28, 2014, for the cost of \$140.00. Motion carried.

Camp Fairchild has been expanded. A brochure about this program was distributed to the Board.

This year's One Book One Town program has come to completion. Ms. Rupp noted that a lot of positive feedback was received.

Ms. Horton also discussed staffing issues with the Board. Ads were placed on Library, Town, and State Library websites for two part-time clerk positions, one at the Main Library, and one at Fairchild Library with a March 28th closing date for accepting applications.

Ms. Horton also judged 3 invention conventions last month, and they were expanded to the entire school system this year. The best inventors will go to Hartford for a final competition.

The new chairs that were recently purchased for the Library are working very well in the upstairs area.

Treasurer's Report/Finances: The costs associated with One Book One Town were discussed. Ms. Horton thinks approximately \$2,000.00, instead of the planned \$3,000.00, will be used from the Mallett Fund. One Book One Town was further discussed, as well as the 22 associated programs.

Fairchild Branch: Mr. Cebulski provided the Board with an update on the roof. Work will begin shortly after the Easter holiday, once the weather has been clear for a few consecutive days.

Ms. Rupp mentioned that the new Branch Manager, Katharine Farley, recently attended a meeting at the Branch, and she spoke about Camp Fairchild. It was noted that the ongoing programs have been doing very well.

Old Business: The budget was discussed further, and the Town Council will be meeting tomorrow evening.

New Business: The microphone system at the Library needs to be fixed, and the possibility of purchasing new equipment was discussed.

Chairwoman Stauder thanked Ms. Porrata-Elstein for her help with painting the parking spaces outside the Library.

The Book Expo in New York City was discussed.

Motion made by James Cebulski and seconded by Carol Porrata-Elstein to have Mr. Bernard Klem attend the Book Expo in NYC from May 28-31, 2014, for the cost of \$119.00 for a three day pass. Motion carried.

Chairwoman Stauder discussed developing a timeline for reviewing policies, as they are to be reviewed every three years. This will be tabled until the next meeting.

The need for a current strategic plan was discussed. Research, surveys, and other ideas for plan development were also discussed.

The Board discussed the possibility of the Friends of the Library finding a common ground with the efforts of Mr. Klem in providing revenue to the Library via book sales.

There being no further business to discuss, a motion was made by James Cebulski and seconded by Joan Hammill to adjourn the meeting at 8:24 p.m. Vote was unanimous. Motion carried.

Respectfully Submitted,

Dawn Kosarko
Clerk

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

Jeannine Stauder, Chairwoman
Trumbull Library Board of Trustees

The next meeting of the Trumbull Library Board of Trustees will be Wednesday, May 14, 2014 at 7 p.m.