

**TRUMBULL LIBRARY SYSTEM BOARD OF TRUSTEES
MINUTES**

Trumbull Library

January 14, 2015

Members Present: Chairwoman Jeannine Stauder, Vice Chairwoman Joan Hammill, James J. Cebulski, Tara Liskov, Nancy Rupp, Laura Ponzio, Nancy Lee, and John Breedis.

Members Not Present: Arthur Kukla

Also Present: Sue Horton, Library Director, and Louis Sheehy, Assistant Library Director

The meeting was called to order at 7:00 p.m. by Chairwoman Jeannine Stauder.

The Board welcomed new member John Breedis to the meeting.

Approval of Minutes: Motion made by Joan Hammill and seconded by James Cebulski to approve the minutes of December 10, 2014 as presented.

Abstentions(2): Nancy Rupp and John Breedis. Motion carried.

Director's Report: The budget was discussed, and it was noted that on January 12th a meeting was held with the First Selectman to review the Library's budget requests.

The Library staff enjoyed an evening at Prime One Eleven on Friday, January 9, and the donation from the Library Board was divided equally among the 22 staff members who attended. The Board was thanked by the Library staff for their contribution to the holiday party.

The new Library webpage was discussed, and the design for the page is in the process of being finalized.

Mr. Sheehy discussed the budget with the Board, including Library expenses and fiscal year spending. E books and the virtual branch were also discussed.

The brochure for One Book One Town has been finalized and sent for printing. The Board recognized Ms. Horton for creating the brochure.

Staff issues were discussed, including current open positions and pending applications. A new custodian has been selected for the Fairchild branch, and began on Monday, January 12th.

Treasurer's Report: Mr. Sheehy reviewed the Library budget with the Board. Total Board funds and income and disbursements were discussed. An annual contribution was received from the Merwin Trust as well as the Hawley Trust. Donations were also discussed, including a donation received from the Weller Foundation.

There was nothing unusual to report regarding expenditures. DVDs and associated costs were discussed. Multiple copies of DVDs have been reduced and the collection has been streamlined. Purchasing and the fee structure were discussed.

The Library is on track with the Town budget, and 49.9% has been spent. Library fees, fines, lost books, prints, and use of the Community Room were discussed. Circulation and programming for the Library were also discussed, as well as current Library trends.

Fairchild Branch: Rearrangement of staff and new hires were discussed. A short meeting was held in December. Electrical problems have been corrected.

Old Business: The Library budget requests were presented to the First Selectman.

The color copier and part time staff salaries were discussed.

Mr. Sheehy discussed the Strategic Plan, bids, and advertisement with the Board.

The Board thanked Mr. Sheehy for his work on the budget for the Library.

New Business: Ms. Stauder noted that Library policies are to be reviewed and updated by the Board. She also discussed possible fundraising ideas and advocacy for the Library.

Ms. Rupp noted the upcoming 40th Anniversary of the Library, and possible plans for an event to recognize this. Ms. Lee and Mr. Breedis offered to assist with this.

The vote for officers for 2015 was discussed. Ms. Ponzio read the slate for the Board.

Motion made by Laura Ponzio and seconded by Nancy Rupp to approve the new slate of officers nominated for the Trumbull Library System Board of Trustees; Jeannine Stauder as Chairwoman, Joan Hammill as Vice Chairwoman, and Arthur Kukla as Treasurer. Vote was unanimous. Motion carried.

There being no further business to discuss, Chairwoman Stauder adjourned the meeting at 8:15 p.m.

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,
February 11, 2015 at 7:00 p.m.