

**TRUMBULL LIBRARY SYSTEM BOARD OF TRUSTEES
MINUTES**

Trumbull Library

May 13, 2015

Members Present: Chairwoman Jeannine Stauder, Arthur Kukla, Tara Liskov, Joan Hammill, Laura Ponzio, Nancy Lee, and John Breedis.

Members Not Present: James J. Cebulski and Nancy Rupp

Also Present: Sue Horton, Library Director

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

Correspondence: A letter thanking the Board was received from Debbie Kukla Gleason and read to the Board regarding the donation sent to Challenge Unlimited in memory of her husband, James Gleason.

Approval of Minutes: Corrections to the Minutes of April 8, 2015 are as follows:

1. The second paragraph on page 3 should read, "The Board made corrections to the survey sent by Alan Burger and Ms. Horton will submit the suggested changes to him.

Motion made by Laura Ponzio and seconded by Arthur Kukla to approve the minutes of April 8, 2015 as corrected. Vote was unanimous. Motion carried.

Director's Report: The Lecture Series for the fall have been decided and scheduled.

The One Book One Town committee meeting was held today.

Two quotes from companies for self check-out machines were obtained. One more quote is needed before a decision can be made to purchase a machine.

Library security will be part of a Town Hall project and will be installed in the near future.

The two open job positions were discussed. Interviews have been conducted at the Fairchild branch.

The first meeting of the Strategic Planning committee will be held on Monday 18, 2015 at 6:00pm.

Treasurer's Report: Video funds are holding steady. \$1,000.00 from the Schmedlin donation was used for DVD purchases. The Mallett Fund and the Merwin Trust were also discussed.

The Budget was noted, it is approximately 83% into the budget year.

Memorial fundraising and Mallett Lecture fees were discussed, as well as the attendance at the lectures.

It was noted that Library circulation has been increasing.

Mr. Kukla noted that there is nothing extraordinary to report and everything seems to be on track.

The deterioration of the roof has slowed down considerably since last July.

Fairchild Branch: No member of the Fairchild Library Board was present and the job position was discussed in the Director's report.

Old Business: The status of the Strategic Plan was discussed regarding focus groups and surveys. Public opinion was also noted.

The Policy for Exhibits and Displays and the release forms of the same were sent to Town Attorney Dennis Kokenos who reviewed and approved them for inclusion and use.

Motion made by Arthur Kukla and seconded by John Breedis to approve the Trumbull Library System Exhibits and Displays Policy. Vote was unanimous. Motion carried.

A creative writing class, of Professor Collins of CCSC, on the Vietnam War and families who have lost loved ones in the war was made available to the Library along with six panels that illustrate the people and their stories. The panels will be on exhibit in the Library through June.

Motion made by Joan Hammill and seconded by Nancy Lee for the exhibit of the Vietnam Gold Star Families to be accepted as presented by Mary Collins. Vote was unanimous. Motion carried.

The 40th Anniversary of the Library was discussed. Ms. Nancy Lee has been researching people who contributed to the founding of the Library. A reception planned for September was discussed as well as invitations and fundraising.

New Business: Ms. Stauder asked the Board for their thoughts on improving the Library in relation to space, comfort, accessibility of materials, including study rooms, meeting areas, comfort for patrons, and places for coffee.

There being no further business to discuss, a motion was made by Arthur Kukla and seconded by Laura Ponzio to adjourn the meeting at 8:25 p.m.

Respectfully Submitted,

Dawn Kosarko
Clerk

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

Jeannine Stauder
Trumbull Library Board of Trustees

The next meeting of the Trumbull Library Board of Trustees will be Wednesday, June 10, 2015 at 7:00 p.m.