

**TRUMBULL LIBRARY SYSTEM BOARD OF TRUSTEES  
MINUTES**

Trumbull Library

July 8, 2015

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

Members Not Present: Chairwoman Jeannine Stauder

Also Present: Sue Horton, Library Director, Austin Bussen, and Tony D'Aquila

The meeting was called to order at 7:00 p.m. by Vice Chairwoman Joan Hammill.

The Board welcomed Austin Bussen and Tony D'Aquila to this public session. Mr. Bussen addressed the Board with concerns regarding the proposed installation of a cell tower within Trinity Church of Trumbull. He noted the uncertainty of the safety of this tower, as well as the unknown effects of radiation exposure, especially with regards to the many children that regularly attend the church for various activities. He also mentioned the significant lack of research supporting the safety of these towers. Mr. Bussen asked the Board for their help with preventing construction of this proposed cell tower. The Board thanked Mr. Bussen for his time.

The Board then welcomed Tony D'Aquila to the meeting. Mr. D'Aquila addressed the Board with concerns regarding the increased noise level inside the Library, as well as the issue of tutoring for profit within the Library. He noted that the noise level was very distracting to patrons of the Library, and requested that the Board look into their policy on tutors and the impact this has on the public.

Mr. D'Aquila also addressed the Board with his concern about the confined space that the Library Board meetings are held in. He noted that the conference room is very small and there is very limited seating for the public. He requested the Board look into other locations for their meetings such as the Trumbull Town Hall. The Board thanked Mr. D'Aquila for his time.

Approval of Minutes: Corrections to the Minutes of June 10, 2015 are as follows:

1. On page 2, the third sentence under the Treasurer's Report should read, "The Merwin Trust contributed \$15,000.00 this year. This month, \$10,600.00 was spent on books and year-to-date purchases totaled \$14,900."
2. The fourth sentence under the Treasurer's Report should read, "Budgeted expenditures were discussed."

Motion made by Laura Ponzio and seconded by John Breedis to approve the minutes of June 10, 2015 as corrected. Vote was unanimous. Motion carried.

Director's Report: Ms. Horton mentioned that the town has changed companies for custodial services and they are currently working with the new individuals to educate them on the various needs of the Main Library.

Several candidates have been interviewed for the two part time circulation/technical services clerk openings, however one position remains unfilled, and the Library is still short-handed on the service desks. Maria Zervos began as the new Managing Librarian at the Fairchild Library on June 29<sup>th</sup>, and a positive impression was already expressed by the staff at Fairchild Library.

For the Strategic Plan focus groups, 1,166 individuals have responded to the Library's survey, both online and in person. The majority of the respondents have given the Library strong marks in service and quality of staff. The major complaint is still inadequate parking and second to that is the dated appearance of the building.

Ms. Horton has been sending out letters and making calls to individuals to participate in the scheduled focus groups, and responses have been especially gratifying from civic, educational, and government leaders, as well as from seniors. Parents of children and teens are still needed for the groups. There will be an article in the July 9<sup>th</sup> edition of the *Trumbull Times* about the Strategic Plan.

Treasurer's Report: Mr. Kukla reported that the fiscal year has ended as of June 30<sup>th</sup>. Miscellaneous video started the year with \$18,974.54, and finished with \$16,508.87. Funds from the Merwin Trust have been spent. The Mallett Fund gave an additional \$7,000.00 this year, and there is a balance left of \$13,903.21.

Expenditures have been normal. Mr. Kukla noted that the budget was presented to the First Selectman in January of 2013, and when finished on June 30, 2015, 98% of what was budgeted was spent.

Mr. Kukla commended Director Sue Horton and Assistant Library Director Louis Sheehy on the excellent Budget for the 2014-2015 year.

Fairchild Branch: Ms. Rupp noted that there is a new Managing Librarian, and her education and technological background contribute to her fit for the position. She recently attended their last meeting.

Mr. Cebulski discussed the recent Fairchild elections with the Board. Kathleen Durand has been elected as Chairwoman for another year.

Old Business: Plans for the 40<sup>th</sup> Anniversary of the Library are still in progress. Ms. Lee is in the process of arranging for use of the glass display case.

Ms. Lee thanked Ms. Horton for her help with compiling an invitation list. Ms. Lee also mentioned she will be contacting Louis Sheehy for further help with key individuals for the invitation list. It was also suggested that we invite all those who have responded to our Strategic Plan Survey.

The event is planned to take place on Sunday, September 20<sup>th</sup> from 1-4 p.m. There will be a proclamation and refreshments. The Board offered to help with supplies for the event.

New Business: The Board discussed the proposed cell tower being installed inside Trinity Church of Trumbull, and considered the statements presented earlier by Mr. Austin Bussen.

Motion made by Arthur Kukla and seconded by John Breedis for the Trumbull Library Board of Trustees to not take a position on the issue of the Verizon cellular tower being placed inside Trinity Church in Trumbull. Abstentions(3): Joan Hammill, Laura Ponzio, and Nancy Rupp. Motion carried.

The Board then reviewed the Library policy regarding tutoring inside the Library, and took into consideration the statement presented earlier by Mr. Tony D'Aquila. Mr. Cebulski noted the necessity for a safe environment for tutors and students. It was also discussed that this issue had been addressed within the past two years. Director Sue Horton was asked to make copies of the minutes that covered this issue for the next Board Meeting.

It was concluded that the items expressed by the public will be researched further and revisited at the next meeting of the Trumbull Library Board.

The Board also discussed the seating issue for Library Board Meetings and will cover this issue at the next Board Meeting.

Motion made by James Cebulski for the Library Board to not hold a meeting in the month of August. Motion was not seconded. Motion voided.

There being no further business to discuss, Vice Chairwoman Joan Hammill adjourned the meeting at 8:18 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,  
August 12, 2015 at 7:00 p.m.