

TRUMBULL LIBRARY SYSTEM BOARD OF TRUSTEES

MINUTES

Trumbull Library August 10, 2016

Members Present: Chairwoman Jeannine Stauder, Vice Chairwoman Joan Hammill, Treasurer Arthur Kukla, Tara Liskov, John Breedis, Laura Ponzio, Rosemary Seaman, and Rachel Branyan

Members Not Present: Jim Cebulski

Also Present: Louis Sheehy, Assistant Library Director

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

Pledge of Allegiance.

Public Session: The Board welcomed Jackie Carlino, Programming Coordinator, to this public session meeting of the Trumbull Library System Board of Trustees. She has currently been leading the One Book One Town Committee with the recent retirement of the Library Director. The book selection must be approved by the Board, and Ms. Carlino comes to the Board requesting some direction on how to proceed with the programming for One Book One Town. Ms. Carlino expressed her enthusiasm to begin planning.

Ms. Stauder noted that a budget needs to be set for One Book One Town. She also mentioned that the book selection needs to be read in order to be approved or disapproved.

Last year, the book selection was announced at the Fall Festival in September. Ms. Stauder suggested that the Board read the book within the next few weeks.

The minimum budget for OBOT is \$5,000.00. A donation jar was suggested. Space for programming is needed, and booking rooms at the Library was discussed, as well as the Mallett Lecture Series and the use of Mallett funds.

Motion made by Arthur Kukla and seconded by Laura Ponzio for Jackie Carlino and the One Book One Town Committee to be told that they can raise money, but can only count on \$3,000.00 from the Library. They will have to raise the rest of the money on their own. All in favor. Motion carried.

Chairwoman Stauder told Ms. Carlino that the Board will be gathering ideas, and the Board thanked her for her time.

Correspondence: There was no correspondence this month.

Approval of Minutes: Corrections to the minutes of July 13, 2016 are as follows:

1. On page 2, under Fairchild Branch, "All Committee Members," should read, "Several Association members are up for renewal."
2. Also on page 2, under the Treasurer's Report, "Malette" should read, "Mallett."

3. On page 3, in the fourth paragraph down, the IMPACT group will have their golf outing in 2017, not 2016.

Motion made by Joan Hammill and seconded by Rachel Branyan to accept the minutes of July 13, 2016, as corrected. All in favor. Motion passed.

Director's Report: Mr. Sheehy reported to the Board that there are currently 2 part time job postings for the Library, and approximately 20 applicants have responded to these postings. Three positions have been filled, and there will be one opening at the Branch. A full time vacancy will be opening soon, as one staff member is expecting to retire.

Grand total circulation is 444, 625 items, with 433 less checkouts, again starting to level off.

Treasurer's Report: This month video expenditures totaled \$700.00 more than income, for a total of \$8,500.00 on an annual basis, included in expenditures for the year, with the fiscal year ending June 30, 2016. When video funds run out, other expenses will be financed from different sources. Video fees at other local libraries were compared, as well as rental fees and fines. Use of videos is changing, and the costs are reflected when comparing video usage with the success of Hoopla, e-books, CDs, and comics.

Forty-two percent of the book budget has been spent within the first month of the budget.

Fairchild Branch: Ms. Branyan spoke to Mary Whatley regarding the Rotary Club and they will not be meeting past 8:00 p.m.

Mr. Cebulski's term will be ending this year, and three other appointments will be expiring.

New Business: Programming for One Book One Town was discussed, as well as income for the programming from both organizations and individuals.

A five-year summary was completed for comparison and budget planning.

When looking at past programming, an average cost of the programs was figured to be approximately \$8,887.00. Good programming on average would cost between \$3,000-\$4,000.

Old Business: Ms. Liskov sent a letter for all participants in the Fall Fundraiser to sign up by September 1. An error in the email address extended the deadline to September 15 for the inconvenience.

The Search Committee has been meeting regularly, and five interviews have been conducted so far.

Motion made by Rosemary Seaman and seconded by Arthur Kukla for the Board to enter into executive session at 8:31 p.m. for the purpose of personnel discussion. All in favor. Motion carried.

Motion made by Joan Hammill and seconded by John Breedis to end executive session at 9:10 p.m. All in favor. Motion carried.

There being no further business to discuss, Chairwoman Jeannine Stauder

adjourned the meeting at 9:15 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,
September 14, 2016, at 7:00 p.m.