

TRUMBULL LIBRARY BOARD OF TRUSTEES

MINUTES

Trumbull Library

February 12, 2020

Members Present: Rosemary Seaman, Chair, Carol Porrata Elstein, Vice-Chair, John F. Breedis, Treasurer, Joan B. Hammill, Tara Liskov, Julia McNamee, Nancy Rupp, Kelly Mallozzi

Member Absent: Mary Santilli

Also Present: Stefan Lyhne-Nielsen, Director

Pledge of Allegiance

Public Session: None

Correspondence:

- (1) Card with \$500.00 donation from Trumbull Community Women for the Trumbull Library 2020 Literary Competition.
- (2) Thank you letter with \$610.00 check from IMPAC Trumbull.

Approval of Minutes:

Motion was made by Carol Porrata Elstein and seconded by John F. Breedis that the Minutes be amended to add three sentences to the Treasurer's Report.

"Hawley Trust and Merwin Funds were applied nearly equally towards book collection purchases. Funds from the Friends were used for ebook and eaudiobook purchases which are made available online through Overdrive." Vote: 8 in favor and 1 abstention. Motion passed.

Director's Report:

Presentation made of new website highlighting all the improvements and streamlining features. It is hoped that this new website will be up and running in three weeks.

Also presented and distributed an updated copy of the Fees and Fines Policy. Motion was made by Tara Liskov and seconded by Julia McNamee to accept updated Policy. Vote: all in favor. Motion passed.

Stefan announced the following new programs:

- (1) Documentary Series – Third Thursday at Fairchild Branch
- (2) Photography Competition Show – May 5th through June 9th
- (3) Passport to Libraries – April 1st

Treasurer's Report:

Income to the Memorials/Fundraising Accounts during last January was split nearly equally between memorial grants and used books. Disbursements from the latter account include expenses relating to professional conference participation by two library staff, for the balance due to Amazon for the holiday gift cards given the Library's staff, for new book purchases, and for a portion of the Library's dumpster service.

The Hawley Fund was used for additional book purchases. The Mallett Fund was used to cover last month's Sunday afternoon presentation on Dean Martin (the entertainer/actor), with the Merwin Fund paying for other patron-related programs for all programming. The Friends of the Library Fund was tapped for book and audiobook purchases; around 5% of their mid-2019 contribution remains on balance.

Fairchild Nichols Branch:

Nancy Rupp reported the Branch had purchased a SMARTTV which will help to update to modern technology, i.e. Skyping, Wi-Fi, Documentary Series and Movies. Facility updates continues, i.e. outside LED lights and work on the elevator. Jenny McLaughlin, main Coordinator for the Creative Corner, will be moving out of town. Paula Carlson, Branch Manager, will fill in for Jenny's position. The Branch has a scheduled Science Program next week and will surprise Jenny with a party.

Community Facility Building:

The Forum scheduled for February 7th postponed due to issues regarding Aquatic Center. Julia will inform Board members when new date is set. The Survey is still being compiled. Julia explained there are additional considerations for the Library renovations. The Library has been asked to think beyond the original footprint conception plan with regard to expanding the Community Room.

Committee Reports:

Logo

The Committee has not met.

Poet Laureate

The Committee met to create parameters for a Town of Trumbull Poet Laureate. The Committee still has questions but plans to make a report, and send it to the Board members for a review before the next Board meeting. Tara Liskov will continue to be liaison with Mary Isaac.

Literary Competition

Rosemary reported all is moving along with thanks to Jeannine Stauder and Kathleen Fieffe for the great publicity in Neighborhood Magazine, Trumbull Times and Connecticut Post. Letters have been sent to recruit judges. Deadline is March 20th. Board members were asked to distribute the Literary Competition Brochures. Stefan has sent out requests for donations from the neighboring banks.

New Business:

Motion made by Carol Porrata Elstein and seconded by Tara Liskov that the Library set aside a budget of \$150.00 to provide a gift to Jeannine Stauder in appreciation for her many years of service to the Library. Vote: All in favor. Motion passed.

Motion made by Nancy Rupp and seconded by Julia McNamee to move April 8th Board meeting date to April 7th date (due to Passover). Vote: All in favor. Motion passed.

Adjournment:

Motion made by Julia McNamee and Kelly Mallozzi for Board adjournment at 8:31 p.m. Vote: All in favor. Motion passed.

Respectfully submitted,

Joan B. Hammill, Clerk pro tem

Approved, pending final approval by the Board of Trustees

Rosemary Seaman, Chair
Trumbull Library Board of Trustees

The next meeting of the Trumbull Board of Trustees will be on March 11, 2020, at 7:00 p.m.