

TRUMBULL LIBRARY BOARD OF TRUSTEES

MINUTES

Trumbull Library

April 6, 2022

Members Present: Rosemary Seaman, Chair, Carol Porrata Elstein, Vice-Chair, John F. Breedis, Treasurer, John Carpenter, Marc St. Louis, Gail Voytek

Member Absent: Mary Santilli

Also Present: Stefan Lyhne-Nielsen, Director

Meeting Called to Order: 7:00 p.m.

Pledge of Allegiance

Public Session: None

Correspondence: The library received a letter from the Trumbull Court of Probate announcing the selection of new trustees for the Mary Merwin Trust.

Approval of Minutes:

Motion was made by Carol Porrata Elstein and seconded by John Carpenter that the minutes of the March 9, 2022 meeting be accepted as presented. Vote: All in favor. Motion passed.

Director's Report:

The amount of people coming in to attend in-person programs has increased substantially over the past month. As points of reference, our baby story times have proven so popular that we had to create a second baby story time to keep up with the waiting list. Between the two, we regularly have 35-40 visitors weekly just for those programs alone. We also had an evening children's program with 92 people in attendance. Adults are proving a little slower to return, but this is a promising start to what we hope will be a good Summer Reading Program later this year.

The budget has passed the Board of Finance committee. In addition to approving the items that were submitted by the First Selectman, they also restored our collection development budget by \$15,000 to the \$170,000 which was the budget prior to the pandemic. The Town Council Budget Committee meets tomorrow and the library director will be there to speak to them regarding the proposed library budget. The meeting will be on zoom.

The Friends met yesterday and decided to restart the Friends book sale. Tentatively the date will be in June with a set date to be determined. We have a number of ideas on how to make the process more efficient and expeditious.

In addition to recent past and planned retirements, Megan Norrell, our Circulation Coordinator has decided to move on to another job. We wish her well. We are actively working with the Town to refill her position and the other vacant and soon-to-be vacant positions. In addition, in light of the likely strain on the staff, we are hiring three new part-time staff to help which should be online by early May.

There was a discussion regarding the collection development policy and it was decided to revisit the policy at the next meeting with any suggestions for updates and revisions. Additionally, there was a request to receive an update regarding the Summer Reading Program for the next Board meeting.

Treasurer's Report:

This report covers the financial activities from both March and February since the compilation for the latter month was unavailable when we last met. Total spending over this two-month period was \$3628. Book purchasing accounted for 61% (from the Merwin, Hawley and Memorial funds), 30% for program expenses (from the Mallett Trust Fund), with the remaining 9% (from accrued book sale income) covering the memorial plaque for Joan Hammill and a monthly maintenance expense. No substantive income (here comprising a memorial contribution and interest from the CD Heimann Fund) was received. For the Board's information, the library's finances are on budget.

Fairchild-Nichols Branch:

Gail Voytek reported that programming at the Fairchild-Nichols Memorial Branch is going great. Paula Carlson succeeded in recruiting three teen volunteers to run the Creator's Corner makerspace and that is now open to the public regularly. Regarding the elevator, the Association has received some of the State permits required to move ahead with the refurbishment and replacement project.

Old Business:

Regarding Joan Hammill's plaque, Joan's family requested that we postpone the unveiling ceremony until June so that a family member could attend who is currently in college.

It was also requested that the Library Director attempt to again have a new recording secretary hired for the purpose of taking the minutes at the board meeting.

New Business

None

Adjournment:

Motion was made by John Breedis and seconded by John Carpenter that the Board adjourn the meeting at 8:12 p.m. Vote: All in favor. Motion passed.

Respectfully submitted,

Stefan Lyhne-Nielsen, Director

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 May 11, at 7:00 p.m.