

# TRUMBULL LIBRARY BOARD OF TRUSTEES

## MINUTES

Trumbull Library

May 12, 2021

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

Member Absent: Julia McNamee

Also Present: Stefan Lyhne-Nielsen, Director

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

Pledge of Allegiance

Public Session:

None

Correspondence:

None

Approval of Minutes:

Motion was made by Nancy Rupp and seconded by John Breedis that the minutes be approved as read. Vote: All in favor with two abstention. Motion passed.

Director's Report:

Our reopening of the Fairchild Library has gone smoothly in addition to the expansion of library hours at the main library. We are now open 43 hours per week. Fairchild had a number of excited visitors so far. Foot traffic has increased 15-20% due to the expansion of hours and it appears that Saturdays are starting to pick up measurably with family traffic. Our next project is computer access for the public.

We are moving forward with Summer Programming for Children, Teens, and Adults. Children and Teens will be online via ReadSquared which will compel kids to read and participate in programming. All age groups will be eligible for prizes for participation. This year's theme is "Tails and Tales."

We have completed the draft of the bylaws and are working on a final version. Our next step is to meet with the Friends to discuss the transition.

The library is working to get an online credit card payment portal for patrons to pay late fees and lost book fines.

Board of Finance increased our budget to account for 48 Sundays. Board of Finance all kept our request to increase the starting hourly wage for permanent part-timers to \$14 per hour. We are still waiting on final approval from Town Council.

Rosemary Seaman asked about the new permanent part-time hires. All the new staff have now started and are in the process of training.

Treasurer's Report:

Significant activity in Board Funds resumed during April. Nearly all of the disbursements were for purchasing books through the Memorial Fund, the Hawley Trust and the Merwin Trust, with audio books also included in the latter. Book purchases were also made for the first time from the donation we received from the Friends in June of last year. Minor disbursements were also made for programming expenses (through Merwin) and for dumpster service (from accrued book sale income). No income was received during the month.

Fairchild-Nichols Branch:

Nancy Rupp reported that she is resigning from the Fairchild Library Association and, in so doing, the Library Board as well.

Old Business:

None

New Business:

The Library Board discussed creating a new strategic plan as the previous plan enacted in 2016 expires this year. At this stage, board members will read through the 2016 strategic plan and see what is still relevant in order to discuss those elements at the next meeting.

Carol Porrata Elstein also suggested forming a committee to closely review the plan starting at the June meeting.

Adjournment:

Motion made by John Breedis and seconded by Carol Porrata Elstein that the Board adjourn the meeting at 7:52 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 June 9, 2021, at 7:00 p.m.