

# TRUMBULL LIBRARY BOARD OF TRUSTEES

## MINUTES

Trumbull Library

June 9, 2021

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

Member Absent: Carol Porrata Elstein, Vice-Chair, Julia McNamee

Also Present: Stefan Lyhne-Nielsen, Director

Meeting Called to Order: 7:02 p.m.

Pledge of Allegiance

Public Session:

None

Correspondence:

The first correspondence came from Karen Cullina of the Fairchild Association informing the Board that Nancy Rupp is retiring. Nancy's replacement will be Gail Voytek who will start July 1<sup>st</sup>.

There was also a thank you note from Nancy Rupp in appreciation of the Board member's kind gift.

Approval of Minutes:

Motion was made by Nancy Rupp and seconded by Tara Liskov that the minutes be approved as read. Vote: All in favor. Motion passed.

Director's Report:

Reopening - We plan to return to our normal hours of operation beginning June 21. In addition, we are in the process of bringing back furniture for use in the adult and teen areas of each building. Furniture will still be socially distanced and will likely not include everything. For instance, tables will have two chairs instead of four to encourage space.

While both libraries do have computer access at this point, we will add more computers over the course of the next two months. The only areas that remain closed at this time will be the children's play areas and the meeting room spaces.

The town still requires a mask mandate at this time.

Friends - We had our first meeting with both groups of Friends and are working on the paperwork to transfer the 501c3 status. It was a productive meeting and provided opportunity to ask advice and provide a historical context for the Friends as a whole. The current Friends members were thanked for their contribution and incredible work they have done.

There were additional questions from John Breedis and Rosemary Seaman regarding the Friends storage shed and the transition that is underway.

Credit Card Payments - Credit and debit card payments are online and are working smoothly. As expected, smaller sums are still being taken care of in person at the library while larger sums are being paid via credit/debit. The change has truly exceeded our expectations.

Budget Update - The Town did approve our request for a restoration of year-round Sundays. Sundays will begin July 11 following the July 4th weekend.

#### Treasurer's Report:

May incurred significantly higher spending in Board Funds relative to previous months. These expenditures, made through the Merwin Fund and the Friend's contribution, were principally for reading materials (hard cover books, E- and Audio Books), with lesser amounts for Hoopla transactions and DVD's. Accrued book sale income paid for the month's dumpster service. Board Funds received no income during the month.

#### Fairchild-Nichols Branch:

The Association met at Mary Whatley's house at the last meeting. Nancy Rupp was presented with a present for her service.

The benches at the Fairchild Library will be refinished for the Summer. Fairchild Association members are undergoing training for bylaws and operating procedures for nonprofits. The Fairchild Library is also presenting numerous programs in the near future, including astronomy, herbal remedies, and a nature art program.

#### Old Business:

There was a long discussion regarding the Strategic Plan. The general assessment was that the expiring plan should be reviewed for items that are still priorities for the library. At the July meeting, the Board will devote most of the time for discussion regarding the plan, specifically asking:

1. What goals are still favorable?
2. What goals are no longer relevant?
3. What goals need to be added?

It was also recommended that the Library Director meet with Gail Voytek to welcome her to the Board, explain board procedures and introduce her to the Strategic Plan.

#### New Business:

The board members requested to update the contact list. Judi Prusak will send out a draft for corrections in the coming days.

Adjournment:

Motion made by Nancy Rupp and seconded by Mary Santilli that the Board adjourn the meeting at 8:02 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 July 14, 2021, at 7:00 p.m.