

TRUMBULL LIBRARY BOARD OF TRUSTEES
MINUTES

Trumbull Library

June 14, 2023

Members Present: John Carpenter, Chair, Marc St. Louis, Vice-Chair, Antonio Petitti, Treasurer, Jennifer Mottolese, Kimberly Perillo, Rosemary Seaman, Gail Voytek

Members Absent: Carol Porrata Elstein, Mary Santilli

Also Present: Stefan Lyhne-Nielsen, Director

Meeting Called to Order: 7:00 PM

Pledge of Allegiance

Public Session: None

Correspondence: None

Approval of Minutes: Motion was made by Rosemary Seaman and seconded by Jennifer Mottolese that the minutes of May 10, 2023, meeting be accepted as presented. Vote: Marc St. Louis and Gail Voytek abstained, rest in favor. Motion passed.

Reports:

Director's Report – Stefan Lyhne-Nielsen

Summer Reading

The Summer Reading Program is set to launch at our kickoff event “Dinosaurs Rock!” on Saturday, June 17 from 2:30-3:30. The program is already completely booked. The theme for this year is time travel with a focus on how reading can transport us into the past. Each week will explore a different era in history, following along the Friends of the Library Reading Buddy, Noodle the Sloth. While this program is geared towards younger children, Teens and Adults have their own Summer Reading programs set up as well, complete with reading challenges, events and prizes. This will also inaugurate our first year using Beanstack to handle the technical backbone of registration, logging reading, earning badges and keeping track of users and statistics.

Friends

The book sale was very successful. The Poet Laureate program had 32 attendees and Antoinette Brim-Bell was an excellent speaker. The Friends are interested in creating a story walk area in the park area to the east of the library. We are currently researching the idea and will present a proposal at the next Friends meeting in September.

Building Projects

The flooring project has been approved and is set for an installation at the mid-to-end of August.

Due to substantial savings, we are researching several additional projects to renovate the library with the intent to ask permission from BOF and Town Council in July.

Staffing

We have filled the two part-time vacancies. We are moving ahead with the process for hiring a new Adult Services Coordinator. We are also making headway to begin the process for hiring a new Associate Director.

Treasurer's Report – Antonio Petitti

The library budget:

The expenditures in the budget for the past month of May 2023 once again show nothing abnormal. The FY 2022-2023 budget is approaching its end with all items almost totally expended except the Salaries items especially Salaries FT.

The non budget board funds:

All the board funds balances showed no income for the past month. Consequently the checking account balance decreased from \$25277 to \$24600. The decrease of \$677 is resulting primarily from expenses on books and dumpster services.

Fairchild Report – Gail Voytek

No report.

Old Business

- 1) **Financial Subcommittee** (John Carpenter, Antonio Petitti, Rosemary Seaman, and Stefan Lyhne-Nielsen) The subcommittee met with Trustees, Paul Nestro and Tim Hare, for an update on the funds. The trustees are discussing fund details with JP Morgan and they do not recommend any major changes at this time. The next meeting with the trustees will be in October.
- 2) **Bylaws and Policy Subcommittee** (Carol Porrata Elstein, Jennifer Mottolese, and Kimberly Perillo) The Bylaws draft has been sent to the attorney for review and the subcommittee is awaiting response.

New Business

- 1) Motion was made by Kimberly Perillo and seconded by Rosemary Seaman that the August 9, 2023 Trumbull Library Board of Trustees meeting be canceled. Vote: All in favor. Motion passed.

Adjournment: Motion made by Gail Voytek and seconded by Antonio Petitti that the Board adjourn the meeting at 7:48 PM. Vote: All in favor. Motion passed.

Respectfully submitted,

Zdena Quinn

Approved, pending final approval by the Board of Trustees

John Carpenter, Chair
Trumbull Library Board of Trustees

The next meeting of the Trumbull Board of Trustees will be on June 14, 2023, at 7:00 PM.