

# TRUMBULL LIBRARY BOARD OF TRUSTEES

## MINUTES

Trumbull Library

September 8, 2021

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Members Present: Rosemary Seaman, Chair, Carol Porrata Elstein, Vice-Chair, John F. Breedis, Treasurer, Julia McNamee, Mary Santilli, Kelly Mallozzi

Member Absent: Joan B. Hammill, Gail Voytek

Also Present: Stefan Lyhne-Nielsen, Director

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

Pledge of Allegiance

Public Session: None

Correspondence: Letter from Joan Hammill resigning from the Library Board of Trustees.

Approval of Minutes:

Motion was made by Kelly Mallozzi and seconded by Carol Porrata Elstein that the minutes of the August 11, 2021, meeting be approved as read. Vote: All in favor with one abstention. Motion passed.

Director's Report:

The Director reported that the Town reinstated the mask mandate inside all government buildings. Thus far, there have been no issue in compliance or complaints. As a result, plans for reopening the meeting rooms for public use have been delayed. The plan is to revisit the issue later in the Fall. In-person fall programming will proceed for the time being.

The library is getting a new event calendar and room management software. This is due to the fact that our current calendar, Library Insight, is going out of business in December. The new platform, LibCal, will begin service in November with the expectation that we have two months of overlap to ensure the transition runs smoothly.

The Director reported the hiring of two Event Technologists that start next week and that the library is also beginning the process of hiring more part-time circulation staff.

There was also a brief discussion regarding the status of the Friends group, there was a request for a new staff flow chart including new hires and a discussion regarding the Board's bank accounts.

Treasurer's Report:

Total spending from Board Funds during August, at \$2916, was near the low-end of the range for the past six months. Around 55% of spending this past month was applied to juvenile program expenses through the contribution from the Friends of the Library, with some added support of youth programming from the Mallett Fund. Print book purchases using the Hawley Trust Fund accounted for 33%. Accrued book sale income covered dumpster rentals and a gift. No new income was received during the month.

Fairchild Nichols Branch:

The Fairchild Association did not meet in August.

Old Business:

Strategic Plan Discussion. The final draft was read through and commented upon.

Motion was made by Julia McNamee and seconded by John Breedis that the 2021 Strategic Plan be approved as presented. Vote: All in favor. Motion passed.

New Business

Discussion regarding recommendations for new members to the Library Board.

Discussion regarding new programming ideas.

Adjournment:

Motion was made by Julia McNamee and seconded by Mary Santilli that the Board adjourn the meeting at 8:27 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 October 13, at 7:00 p.m.