

# TRUMBULL LIBRARY BOARD OF TRUSTEES

## MINUTES

Trumbull Library

September 9, 2020

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

Member Absent: Mary Santilli

Also Present: Stefan Lyhne-Nielsen, Director

Meeting Called to Order: 7:03 p.m.

Pledge of Allegiance

Public Session: None

Correspondence: None

Approval of Minutes:

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

Director's Report:

The Director began announced that the new MSW program is officially live. The website has been updated with new program information regarding it and a patron form is available online for people to fill out. Any information goes directly to the MSW intern. The new intern has met with Michele Jakab, Director of Social Services, and we hope that this will begin a strong supportive relationship with them.

The curbside program has continued to be successful. Statistics from July and August show a circulation of 8,000 and 9,400 respectively. Patrons are using the service successfully and materials are safely going in and out of the building.

The library is reaching out to local senior facilities in order to establish a means of getting library materials to residents who may not be able to travel to the library. This would be an extension of our Homebound Delivery Service.

Finally, the Director discussed the reopening plan at length. The biggest hurdles for reopening the library remain the installation of protective "sneeze guards" at service desks and arranging

for a custodian to provide high-contact cleaning during hours of in-person operation. Plans are already underway to have those remaining obstacles taken care of by the end of the month.

Further, plans were discussed regarding what services and collections would be available to the public once the library does reopen and what the schedule may be. To begin with, in-person services will likely only include access to the collection and picking up holds at the circulation desk. Once the library has reopened successfully and we feel confident in our safe operation of the library, we will assess adding new hours and services as allowed.

Treasurer's Report:

Financial activity in Board funds during July and August was understandably minimal as the consequence of the library's closing. Income was nil, with it coming from small memorial donations and sales of the literary competition's compilation of works.

Matching income, expenditures were also small. The Hawley fund covered the purchase of books, the Merwin fund paid for an incidental program expense, with Board funds covering prizes for the summer reading program and two months' dumpster rental.

Fairchild Nichols Branch:

Nancy Rupp reported that the Association is looking into the process for replacing the elevator inside the Fairchild Library. She also spoke about how Storm Isaias cut power to the building and affected the existing elevator.

Community Facility Building:

No report at this time.

Committee Reports:

Logo

No report at this time.

New Business:

None.

Adjournment:

Motion made by Nancy Rupp and seconded by Julia McNamee that the Board adjourn the meeting at 8:13 p.m. 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 14, 2020, at 7:00 p.m.