

TRUMBULL LIBRARY BOARD OF TRUSTEES MINUTES

Trumbull Library

November 08, 2023

Members Present: Marc St. Louis, Vice-Chair, Antonio Petitti, Treasurer, Kimberly Perillo, Carol Porrata Elstein, Mary Santilli, Rosemary Seaman

Members Absent: John Carpenter, Chair, Kathleen Durand, Jennifer Mottolese

Also Present: Stefan Lyhne-Nielsen, Director

Meeting Called to Order: 7:03 PM

Pledge of Allegiance

Public Session: None.

Correspondence: None.

Approval of Minutes: Motion was made by Mary Santilli and seconded by Carol Porrata Elstein that the minutes of October 11, 2023, meeting be accepted as presented. Vote: Rosemary Seaman abstained, rest in favor. Motion passed.

Reports:

Director's Report: Stefan Lyhne-Nielsen

Building Projects

We met with three companies regarding the modular meeting room spaces. So far, we have the proposal from only one of the companies. All of the companies are on State Contract which will offer a substantial discount for the products as well as expedite the process once we decide on which one to purchase.

Digital Collections

We are adding Comics Plus to our digital offerings. We are also investigating a new service called the Library Speakers Consortium.

Friends

The Friends are having their next book sale on Saturday, November 11, from 9 am - 4 pm.

Staffing

We are at capacity for part-time staff with two new hires coming on board this month.

The Associate Director position is on the Trumbull website. We have promoted it on all the relevant job lists as well as social media. Currently, there are 12 applicants. The job will be open for applications through Friday, November 17.

Treasurer's Report: Antonio Petitti

The Library budget

During the month of October 2023 all budget items expenditures appear as expected.

The non-budget board funds

During October 2023 there were two major income additions to the Board funds due to their annual grants.

The Merwin Trust increased \$20,769. The Mallett increased \$5000. To put these in perspective they make up 95% of the Board income this fiscal year. Meantime the October expenditures totaled \$1071 and most were on books.

In summary the checking account balance has increased to \$37,908 from \$18,067 and the Municipal Savings account has reached \$104,245 from \$99,243.

Fairchild Report: Mary Santilli

The Fairchild Library parking lot lines have been refreshed. The Fairchild Library will be closed on November 16, 2023, for heating and cooling repairs. A new board member, Josh Adams, has been appointed.

Old Business:

- 1) **Financial Subcommittee** (John Carpenter, Antonio Petitti, Rosemary Seaman, and Stefan Lyhne-Nielsen) No report.
- 2) **Bylaws and Policy Subcommittee** (Carol Porrata Elstein, Jennifer Mottolese, and Kimberly Perillo) No report. The subcommittee will start working on a Pod policy and updating the Patron Conduct policy.

New Business:

1) None.

Adjournment: Motion made by Kimberly Perillo and seconded by Mary Santilli that the Board adjourn the meeting at 7:52 PM. Vote: All in favor. Motion passed.

Respectfully submitted,

Zdena C. Quinn

Approved, pending final approval by the Board of Trustees

Marc St. Louis, Vice-Chair Trumbull Library Board of Trustees

The next meeting of the Trumbull Board of Trustees will be on December 13, 2023, at 7:00 PM.