

**TRUMBULL LIBRARY SYSTEM BOARD OF TRUSTEES
MINUTES**

Trumbull Library

September 10, 2014

Members Present: Chairwoman Jeannine Stauder, Vice Chairwoman Joan Hammill, Treasurer Arthur Kukla, Nancy Rupp, Laura Ponzio, and James J. Cebulski

Members Not Present: Tara Liskov

Also Present: Sue Horton, Library Director, Antonio Petitti, former Board Member, and Alissa Heilbrunn, Shelley Hall, and Laura from the Friends of the Library.

The meeting was called to order at 7:00 p.m. by Chairwoman Jeannine Stauder.

Public Session: The Board welcomed Alissa Heilbrunn, Shelley Hall, and Laura, all of the Friends of the Trumbull Library, to the public session. The Board also welcomed Antonio Petitti.

Ms. Heilbrunn discussed the order of distribution of books with the Board. Books chosen for sales at the Library, charities, and other organizations such as prisons, young men's organizations, Social Services, and Rotary clubs were also discussed.

Ms. Horton discussed the designated space at the Library for sorting and clearing books, as well as discarding books properly. The limited storage space for books was mentioned. She also discussed in-house sales as well as other sales held by the Friends.

Ms. Stauder discussed the matter of Library employees and the Friends working together to sort books, and the upcoming November book sale was mentioned. She also asked that any grievances be put in writing directly to her attention.

Ms. Shelley Hall noted that expenses and gross sales records will be going to Mr. Kukla each month.

The Board thanked the members of the Friends of the Trumbull Library for attending.

Correspondence: A letter of resignation was received from Mr. Antonio Petitti. Mr. Petitti thanked the Board and noted what a pleasure it was to work with them for over 13 years. The Board thanked Mr. Petitti for his time serving on the Board.

A proposal was received from Lisa Lampanelli for a memorial donation. The proposal has currently been in negotiation, and it involves the purchase of art books, large print books, programming, and other items for the Library. Flexibility of the proposal was discussed.

Motion made by Carol Porrata-Elstein and seconded by Joan Hammill for the proposal from Ms. Lisa Lampanelli to be accepted for a Library donation of \$10,000.00 per year for 5 years to be used for art books and other uses for the Library, per the outline presented to the Board. Vote was unanimous. Motion carried.

Ms. Porrata-Elstein thanked the Board for their donation to the children's orphanage, The Good Shepherd Home, in memory of her father. She read a letter to the Board thanking them for all of their kindness and generosity.

Approval of Minutes: Motion made by Nancy Rupp and seconded by Laura Ponzio to approve the minutes of July 16, 2014 as amended. Vote was unanimous. Motion carried.

Director's Report: Ms. Horton discussed the Great Minds Collection and collaboration with school systems. Costs of hanging the art for display were discussed, as well as planning a reception and budgeting. Food items, guest lists, invitations, and a date and time for the affair were discussed. Nominations for a next "Great Mind" were also discussed, and a contest for children to participate in nominating someone special was suggested.

The Lecture Series and Lifelong learning classes were discussed. The new full-time clerk position at the Library has been filled.

Treasurer's Report: Mr. Kukla noted that we are now two months into the budget year, and there is nothing extraordinary to report. Revenue from DVD rentals has been steadily decreasing since 2009, and commitments to projects were discussed.

The offering of DVDs to the public was discussed, as well as associated costs. It was noted that the needs of the Library have changed, and financing issues need to be further explored. One Book One Town was discussed, as well as donations from the Friends.

Holding a Farm-to Table dinner was discussed.

Fairchild Branch: Donations to the ALS were discussed as part of the 2015 One Book One Town program.

Candidates for a new position opening at the Library were discussed.

Mr. Cebulski updated the Board on the conditions of the roof and the duct work to be done.

Old Business: Development of a long-range plan was discussed. Mr. Kukla has spoken with Alan Berger from Library Solutions. Plans have been sketched, and costs were discussed with the Board. A scope of approximately \$16,000 to \$18,000 was discussed. Scheduling a meeting with Mr. Berger and the Board to discuss ideas was agreed upon as a next step in development of a plan.

Ms. Stauder noted that the Board will be obtaining references for Library Solutions before moving forward. The Library budget was further discussed.

New Business: The upcoming ACLB Conference on October 24, 2014 at the University of Hartford was discussed.

Motion made by Laura Ponzio and seconded by Carol Porrata-Elstein for funds to be allocated for 3 or 4 Board members to attend the ACLB Conference on October 24, 2014. Vote was unanimous. Motion carried.

A proposal for an in-house Library bookstore was discussed.

Motion made by Arthur Kukla and seconded by Carol Porrata-Elstein for a donation in the memory of Rosalind Klem to be accepted by Bernard Klem for a proposal for the establishment of a Library bookstore. Abstention: Nancy Rupp. Motion carried.

There being no further business to discuss, Chairwoman Stauder adjourned the meeting at 8:55 p.m.

Respectfully Submitted,

Dawn Kosarko
Clerk

Approved; pending final approval by the full Board of Trustees,

Jeannine Stauder, Chairwoman
Trumbull Library Board of Trustees

The next meeting of the Trumbull Library Board of Trustees will be Wednesday, October 8, 2014 at 7:00 p.m.