

**TRUMBULL LIBRARY SYSTEM BOARD OF TRUSTEES
MINUTES**

Trumbull Library

October 8, 2014

Members Present: Nancy Lee, Nancy Rupp, Laura Ponzio, Arthur A. Kukla, Joan Hammill, James Cebulski, Tara P. Liskov, Jeannine C. Stauder, Carol Porrata-Elstein

Also Present: Sue Horton, Library Director, Alissa Heilbrunn, Shelley Hall, and Lori Sabrouirin from the Friends of the Library

Public Session: The Board welcomed members of the Friends as listed above. Ms. Horton met with Ms. Hall and together they worked out a proposed schedule for sorting donated books which Ms. Horton presented to the Board. The schedule delineates sorting days for the Friends and Bernard Klem and accounts for all days of the week. Once approved, the schedule will be posted in the book sorting area of the library. Ms. Horton will meet with Mr. Klem on October 9, 2014 to review the proposed schedule. The Board will vote on the proposal after Mr. Klem has had a chance to review it. It will start in November.

Correspondence: None

Approval of Minutes: The following amendments were made to the minutes:

1. Ms. Porrata-Elstein was inadvertently left off the attendance list.
2. The motion regarding the donation in memory of Rosalind Klem should read as follows: "Motion made by Arthur Kukla and seconded by Carol Porrata-Elstein for a donation to the library in the memory of Rosalind Klem given by Bernard Klem for a proposal for the establishment of an in-house library bookstore."

A motion to accept the minutes as amended was made by Nancy Rupp and seconded by Laura Ponzio. Motion carried. Two abstentions: Tara Liskov, Nancy Lee.

Director's Report: One Book, One Town plans were discussed at length, and a proposed schedule of events was shared. The domestic violence Clothesline Project was discussed. The tee-shirts will be hung on October 24, 2014 and the ceremony will be on October 28, 2014 at 6:00 pm in the Library. As a result of a discussion she had at a recent FLAG (Fairfield Library Administrators Group) meeting, Ms. Horton said the Board should revisit endowments as a source of funding. Ms. Horton also said that she was going to cancel the bottled water for staff and instead purchase a Britta water filtration system. She will continue to purchase bottled water for the coffeemaker.

The Great Minds collection was discussed at length. Hanging of the pictures is a challenge, given their size and weight. The reception, which will be held on November 9, 2014, was discussed, too. Reception food, attendees, invitations, brochures, and a banner were all discussed.

A motion to allocate up to \$1500 of Board funds for the Great Minds Collection was made by Laura Ponzio and seconded by Jim Cebulski. Motion carried, with 8 in favor and 1 opposed (Arthur Kukla).

Treasurer's Report: Mr. Kukla reported that the income from DVDs is decreasing steadily. There was discussion about dropping the charge completely and relying upon fines to generate revenue (fines currently account for about \$40K annually). If we were to drop the charge for DVDs, we would become eligible for state-sponsored grants. Ms. Horton reported that she is running a "Two for One" special on DVDs, Thursday through Sunday.

Fairchild Branch: There was a farewell dinner for Katherine Farley on October 7, 2014. She is leaving the branch to accompany her husband who has a new job in Philadelphia. The increase in circulation at the Branch was discussed, and the recent repair to the roof seems to have been successful. The 3D printer continues to be well used, and a sewing machine was recently donated.

Old Business:

Long Range Planning: Ms. Stauder, Mr. Kukla, Ms. Hammill and Ms. Horton will meet with Library Solutions on October 14, 2014 to discuss development of a long range plan for the Library.

New Business: None

A motion to adjourn the meeting was made by Nancy Rupp, seconded by Carol Porrata-Elstein. Motion carried unanimously.

Respectfully submitted,

Tara Liskov, clerk pro tem

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

Jeannine C. Stauder, Chairwoman
Trumbull Library Board of Trustees

The next meeting of the Trumbull Library Board of Trustees will be Wednesday, November 12, 2014 at 7 p.m.