

**TRUMBULL LIBRARY SYSTEM BOARD OF TRUSTEES  
MINUTES**

Trumbull Library

November 12, 2014

Members Present: Chairwoman Jeannine Stauder, Vice Chairwoman Joan Hammill, Treasurer Arthur Kukla, Tara Liskov, Nancy Rupp, Laura Ponzio, and Nancy Lee.

Members Not Present: James J. Cebulski

Also Present: Sue Horton, Library Director

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

Correspondence: An email was read to the Board from Carol Porrata-Elstein, reporting on the recent reception for the Great Minds Collection. Food, decorations, and musician costs totaled \$416.00. Hanging of the artwork was discussed. Joan Hammill was thanked for her contributions of shrimp cocktail and baked goods. Everyone who contributed and helped was mentioned as well as the many acts of kindness and professionalism that were displayed. Larry from Glen Ro Spirit Shoppe was thanked for his help and recommendations. The Pantry was also noted for their discounts given on baked goods.

Approval of Minutes: Motion made by Joan Hammill and seconded by Laura Ponzio to approve the minutes of October 8, 2014 as amended. Vote was unanimous. Motion carried.

Director's Report: The Lecture Series has been a success. 49 people attended the Grand Central talk on October 28<sup>th</sup>. Plans are in process for the April 2015 series.

The Planning Committee is putting the final touches on the programs for One Book One Town and will begin working on the brochure, public relations, and the announcement of the book in December. Dinner opportunities at the Marriott were also discussed.

There are currently 4 open positions at the Library, and reopening applications was discussed. Applicants are being screened and interviews are being conducted.

The Mallet Charitable Trust was discussed and a letter was distributed to the Board. Adult programming and workshops were also discussed.

Treasurer's Report: Mr. Kukla discussed the book sales held by the Friends. In October, book sales totaled \$1,394.00 , and in November sales totaled \$1,059.00.

Budget expenses are right in line with nothing extraordinary to report. This month, net miscellaneous video expenses decreased by \$282.15. Purchasing water was also discussed, and a Brita water filter has been purchased.

Regarding the Lecture Series, there was a net loss of \$295.00. Plans to bring in more people for the next event were discussed.

It was sadly noted that Clarence "Larry" Heimann, former First Selectman, passed away. Mr Kukla will be contacting his daughter. Trust items and plans for the trust were discussed.

Fairchild Branch: Ms. Rupp met with the new Director. There is an open house planned for December 13<sup>th</sup> to be held on a Saturday, and it is geared towards younger children.

There is still a problem with the roof leaking, and it is proving difficult to repair.

Ms. Rupp also noted that sewing machines are still needed for the Library.

Old Business: A recap of the reception for the Great Minds Collection was given, and the purchase of hanging supplies for artwork was discussed. It was noted that the budget was adhered to for this event.

Mr. Kukla distributed the Library Development Proposal to all Board members.

New Business: It was noted that Ms. Carol Porrata-Elstein's term on the Board has ended. Replacing the position was discussed. The rules regarding terms of appointment, resignation, policies, and vacancies were discussed.

Creating an Amazon account for the Library was discussed. A Workshop for securing funding from foundations was also discussed.

The upcoming Boards and Commission Dinner on November 18<sup>th</sup> was discussed.

The 40<sup>th</sup> anniversary of the Library is in June. A possible reception was discussed.

Officers of 2015 and appointing a Nominating Committee was discussed. Ms. Ponzio will be the Chair of the nominating Committee, and Ms. Rupp and Ms. Lee will also be part of this Committee. Ms. Hammill and Chairwoman Stauder now hold elected positions. There is no term assigned for the Treasurer.

Ms. Horton mentioned to the Board that one of the MLS team librarians asked to be a member of the Connecticut Library Association, or CLA. The cost of a membership is \$75.00 for the year.

Motion made by Joan Hammill and seconded by Nancy Rupp to approve Sandra Miller for a membership to the Connecticut Library Association. Vote was unanimous. Motion carried.

There being no further business to discuss, Chairwoman Stauder adjourned the meeting at 8:20 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, December 10, 2014 at 7:00 p.m.