

**TRUMBULL LIBRARY SYSTEM BOARD OF TRUSTEES  
MINUTES**

Trumbull Library

April 13, 2016

---

Members Present: Chairwoman Jeannine Stauder, Vice Chairwoman Joan Hammill, Treasurer Arthur Kukla, Tara Liskov, John Breedis, and Laura Ponzio.

Members Not Present: Rachel Branyan, Jim Cebulski, and Rosemary Seaman

Also Present: Susan Horton, Library Director

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

Pledge of Allegiance.

Correspondence: An email was received from Jim Lang concerning the Charter Advisory Council, and an opportunity for a Library representative to be on the Charter. The Council meets every 2 months at the Charter Headquarters in Newtown, CT. The Council has been without a Library representative for several years. The typical appointment is 3 years. The Board will be happy to discuss this opportunity and will revisit this at a future meeting.

Ms. Horton received an email from Walter Dembowski, expressing that he would like to attend the upcoming CLA Meeting. The registration fee for this meeting is \$195.00.

Motion made by John F. Breedis and seconded by Arthur Kukla to provide the registration fee for Walter Dembowski to attend the upcoming Connecticut Library Association meeting. Vote was unanimous. Motion carried.

Approval of Minutes: Motion made by Laura Ponzio and seconded by Tara Liskov to approve the minutes of March 9, 2016 as corrected. Abstention(1): Arthur Kukla. Motion carried.

Director's Report: The Southwest Regional Mental Health Office contacted Ms. Horton and will be providing the refreshments and a break time activity for the students on the two nights that the Library will be staying open late during the AP exams in May. This contact came from TPAUD(Trumbull Partnership for Underage Drinking and Drugs). The library will stay open two evenings for final exams in June also

A report on the income, expenditures, and Mallet Funds for the 2016 One Book One Town Program was distributed to the Board, along with all the financial information for the years, 2010-2016. Key notes on the One Book One Town evaluation meeting

that was held earlier in the evening. What worked for this year's programming as well as planning for next year was discussed.

Ms. Horton noted that they are awaiting word from the Director of IT regarding proceeding with purchasing for self-check at the Library.

The Strategic Plan has been sent to the First Selectman and is now available for the public to view in person by asking at the Information Desk for a copy or by viewing it online under the tab, "About Us."

Treasurer's Report: Interest from the Hyman Trust may be able to be used for books.

Excess bank charges from People's United Bank were noted for the month and should be returned to the bank account.

Video money has gone down, but should be good for another few years.

Book sales and income were discussed. There was nothing extraordinary to report.

Mr. Louis Sheehy was called into the meeting to clarify some of the expenditures on the Budget Report.

The budget is doing well. For salaries, approximately 75% has been spent, and for the book budget, approximately 99.3% has been spent.

Motion made by Laura Ponzio and seconded by John F. Breedis to accept the Treasurer's Report as presented. Vote was unanimous. Motion carried.

Old Business: The Fall Fundraising Event, "Taste of Trumbull," is in the planning stages, and Ms. Hammill and Ms. Liskov will be sending a letter to follow-up with restaurant owners. Also being planned for the event is a gift card donation request for the raffle, which is to raise funds for the Teen Center at the Library. A variety of foods are expected to be available at the event, and charges will possibly be \$25.00 per person, and \$40.00 per couple. Advertising was discussed.

There will be flowers for the event, with donated centerpieces from the Garden Clubs.

Ms. Hammill visited local wine shops, and a list was compiled.

New Business: The Bylaws have been revised by Mr. Breedis and Mr. Cebulski and were distributed to the Board for review. These revised policies will replace the old policies.

Motion made by Laura Ponzio and seconded by John F. Breedis to accept the Bylaws as corrected. Vote was unanimous. Motion carried.

The Main Library Space Analysis for the Building Assessment Review was distributed to the Board for review, and corrections to the Space Analysis were made. The Children's Room and meeting areas were further discussed.

The Search Committee email will be addressed at a future date. All applications, resumes, and references currently go through the Town. The Search Committee will have a meeting on April 14<sup>th</sup>.

A request for an art display was brought to the Board by Art Payne. The display policies were reviewed by the Board, and the Board expressed its interest in the display.

There being no further business to discuss, Chairwoman Jeannine Stauder adjourned the meeting at 8:44 p.m.

Respectfully Submitted,

Dawn Kosarko  
Clerk

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

Jeannine Stauder, Trumbull Library Board of Trustees

The next meeting of the Trumbull Library Board of Trustees will be Wednesday, May 11, 2016 at 7:00 p.m.