

**TRUMBULL LIBRARY SYSTEM BOARD OF TRUSTEES
MINUTES**

Trumbull Library _____ July 13, 2016

Members Present: Chairwoman Jeannine Stauder, Vice Chairwoman Joan Hammill, Treasurer Arthur Kukla, Tara Liskov, John Breedis, Jim Cebulski, Laura Ponzio, Rosemary Seaman, and Rachel Branyan

Also Present: Louis Sheehy, Assistant Library Director

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

Pledge of Allegiance.

Correspondence: Ms. Stauder informed the Board about a recent incident report that was documented at the Library, concerning erratic behavior from a Library patron. The patron has since returned to the Library without further incident.

The Board discussed the artwork display request presented by Mr. Art Payne during the May Board meeting. Mr. Payne has spoken with administrators at Home Depot regarding the use and display of his "Art in a Can" photographs. The Board will be contacting Mr. Payne and forwarding him the appropriate Library policy release forms, as they are still considering the request.

The Board then welcomed Library staff member Mary Rogers, Associate Director for Information Systems, to the meeting. She recently attended the Connecticut Library Association's 2016 Conference and reported to the Board what she had learned regarding best practices and new and upcoming technology becoming available for Connecticut Library systems.

The Cosugi 2016 Report was distributed to the Board for review.

Ms. Rogers explained Blue Cloud circulation, as well as the Horizon System and Symphony system, the latter two already being used by several libraries in the state. 2 new products were discussed, Blue Cloud Central and eResource Central, and Ms. Rogers noted the advantages and disadvantages of purchasing these products, especially seeing as how the Library has already been gradually changing over to using more digital products such as Zinio and Hoopla. Ms. Rogers also mentioned to the Board that eResource Central could help with Circulation Desk issues such as bringing families together in the system rather than having to look up each child individually when checking materials in and out.

In addition to Blue Cloud and eResource Central, Ms. Rogers also mentioned Blue Cloud Commerce, which would allow users to pay Library fines via catalog, and would allow the use of credit cards. The approximate cost of such a system is \$6,000.00.

The Board thanked Ms. Rogers for her time.

Approval of Minutes: Corrections to the minutes of June 8, 2016 are as follows:

1. On page 2, under the Director's Report, it should read, "She has served on the Chamber of Commerce, the BEI Board of Directors, the Cable Advisory Committee and TPAUD, and served as president of FLAG(Fairfield Library Administrators Group)."
2. On page 3, under Old Business, it should read, "Ms. Liskov checked to see if a 501c(3) was required for private Library fundraising, and she was advised that it is not."
3. Also on page 3, under Fairchild Branch, it should read, "Recently one of the teen volunteers from Fairchild won an award for using it creatively."

Motion made by Laura Ponzio and seconded by Arthur Kukla to accept the minutes of June 8, 2016, as corrected. Abstentions(2): Rachel Branyan and Rosemary Seaman. Motion carried.

Treasurer's Report: Mr. Kukla reported to the Board that overall funding has decreased by \$2,500.00, and video funds have decreased by \$1,500.00, and the outlook is that it will be approximately 5-6 years before the video funds bottom out.

Mr. Kukla also noted the preciseness of Mr. Sheehy's work concerning the budget.

Mr. Kukla also suggested that Program Coordinator Jackie Carlino attend a Library Board meeting for further discussion regarding program updates, the current budget, and One Book One Town.

Mallette funds and other sources of Library funds were discussed.

Fairchild Branch: Ms. Branyan reported to the Board concerning the Fairchild Branch Committee and their recent meeting. The branch has recently lost a long-time staff member due to retirement, and this open position will be posted this month.

All Committee members are up for renewal.

The Summer Reading Program is off to a great start.

Old Business: The search for a new Library Director is underway, and 24 applications have been received. The Search Committee has studied and ranked them. 3 interviews have been conducted so far, and 3 more are to be scheduled in the next few weeks. The Search Committee will keep the Board updated as this is not a quick process.

New Business: The 5 Year Plan has been approved by the Town, and there are funds in the budget for the parking lot next year. A new design for the lot is needed, and ideas are

needed from the Board regarding the new design and architecture and renovations needed for the building. Town funds for renovations were also discussed.

Wednesday evening Rotary meetings at the Branch, and the issue of closing time conflicts at this Library will be addressed at a later Branch meeting.

Motion made by Joan Hammill and seconded by John Breedis to allow the IMPACT Group to have their golf outing this year, 2016. Vote was unanimous. Motion carried.

The Board reviewed used book sales pricing, as well as pricing for CDs, video, and DVDs. Old books, discards, donations, and other old materials were discussed.

Ms. Hammill noted that a membership list has not been received from the Friends of the Trumbull Library yet, and their book sales are to resume in September. The storing of these books was mentioned, as well as the need to store these materials safely. Ms. Ponzio stated that a list of new book sale dates is needed.

The Trumbull Library Board will be holding a meeting in August.

Mr. Cebulski will not be renewing his term as a member of the Library Board. The Board thanked him for his time and contribution to the Board.

There being no further business to discuss, Chairwoman Jeannine Stauder adjourned the meeting at 8:10 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, August 10, 2016 at 7:00 p.m.