

TRUMBULL LIBRARY BOARD OF TRUSTEE

MINUTES

December 14, 2016

Trumbull Library

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

Absent: Rosemary Seaman

Also Present: Stefan Lyhne-Nielsen, New Library Director

The meeting was called to order at 6:55 p.m. by Chairwoman Stauder.

Pledge of Allegiance.

Public Session: No public in attendance.

Correspondence: A thank-you note to Board from Joan Hammill for lovely roses presented to her at November meeting.

Approval of Minutes:

Motion made by Arthur Kukla and seconded by James Cebulski to accept November 9, 2016 as presented. Motion carried.

Treasurer's Report: Treasurer Arthur reported our Library received two very nice gifts, one from the Hawley Trust Fund of \$5,082.00 and the Merwin Trust Fund of \$17,235.00. These gifts will help toward purchase of books and possibly some new furniture. Arthur also indicated he will be going to the bank on Monday, December 19, 2016, to roll-over the three CD's (Heimann, Messick and Stern Funds).

Director's Report: A special welcome was given to Stefan Lyhne-Nielsen. Stefan distributed and reported on his first month at the helm. Much information was discussed and exchanged with the new Director and Board.

Fairchild-Nichols Branch: Jim Cebulski and Rachel Branyan reported various future programs are being considered such as updating the Creative Corner, Sewing Lessons, and on a long term plan, small study areas with tables having power strips. Jim Cebulski indicated that his construction business has been building several Technology Centers.

New Business:

Chairwoman Stauder announced the Nominating Committee for new officers for 2017. They are Arthur Kukla, Rosemary Seaman and Joan Hammill. The Board will vote on new slate at January 11, 2017 meeting.

The Director shared there are three issues concerning Meeting Rooms. 1) time spent by Custodian to setup room before and after meetings are held, 2) Food and Drink re: condition of kitchen area after meetings, and 3) Various groups arriving early before reservation time and leaving after 8:00 p.m. The Director discussed some thoughts to address the issues and will get back to Board on results.

Old Business:

Strategic Plan Update: Chairwoman Stauder and the Director attended a Finance Meeting and the Finance Committee recommended the Library be given \$40,000.00 for the services of an architect. An architect was also recommended. In order to proceed with any type of improvements to the Library this is the first step to see what is feasible, i.e. study rooms to hold 4-7 people and a café.

Storage Space and Retention: Still an issue. The Director will be having his first meeting with the Friends on Thursday, December 15, 2017 and he will discuss issue.

Secretary for Library Minutes: Chairwoman Stauder explained our secretary is still very ill and she will check with Town Hall to request new secretary for start of New Year.

Library Staff Christmas Party: A motion was made by John Breedis and seconded by Jim Cebulski to approve \$850.00 for a gathering of their choice as to time and place. The Director will check with Staff.

Adjournment: There being no further business, motion to adjourn was made by Laura Ponzio and seconded by Rachel Branyan at 8:50 p.m. Motion carried.

Respectfully submitted,

Joan Hammill, clerk pro tem

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

Jeannine Stauder, Chairman

Trumbull Library Board of Trustee

The next meeting of the Trumbull Library Board of Trustees will be Wednesday, January 11, 1017, at 7 p.m.