

# TRUMBULL LIBRARY BOARD OF TRUSTEES

## MINUTES

Trumbull Library

February 9, 2022

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Members Present: Rosemary Seaman, Chair, Carol Porrata Elstein, Vice-Chair, John F. Breedis, Treasurer, John Carpenter, Mary Santilli, Marc St. Louis, Gail Voytek

Member Absent: None

Also Present: Stefan Lyhne-Nielsen, Director

Meeting Called to Order: 7:01 p.m.

Pledge of Allegiance

Public Session: None

Correspondence: None

Approval of Minutes:

Motion was made by Mary Santilli and seconded by Gail Voytek that the minutes of the January 12, 2022, meeting be accepted with the correction to the date on the header from “December 12, 2022” to “January 12, 2022”. Vote: All in favor. Motion passed.

Director’s Report:

The library returned to regular operations on February 7, dropping the “teams” model, and masks are once again optional for visitors and staff if they are vaccinated. An inquiry was made as to when town meetings may resume in-person but so far, we have not received a response.

We have already started to add in-person events back to the calendar. We also plan to reopen the Children’s play area on Monday, February 28.

The library has submitted the budget for FY23 and met with the First Selectman. The next step will be for the First Selectman to submit her budget recommendation for the town to the Board of Finance on March 7.

The Friends are moving ahead with their fundraiser in April. The Friends are also participating in Fairchild County Charitable Foundation’s Giving Day on February 24. Giving Day is an all-day online event where the donors are encouraged to support and give to local charities. We hope this will open the Friends group to new forms of fundraising.

We are in the process of finalizing the hiring of 4 new part-time staff members, one of which will begin working at the Fairchild-Nichols Memorial Branch. The process to replace Linda Norrell's position is ongoing.

There was a question and a discussion regarding Children's programming and advertising.

#### Treasurer's Report:

The Board received the last of its three trust fund grants during January, this being from the Merwin Trust Fund. This year's contribution was uncharacteristically below the average for the past four years. The total for the grant monies (including the latter, the Hawley Trust and Mallett Fund) is also lower by 11% relative to average for this period. Received also during the month was a \$500 memorial contribution.

Spending, at \$1450, was modest and consisted principally of printed book purchases (at 60%), some program expenses with Mallett funds (8%), with the remainder using book sale income to cover holiday gift cards for the staff and for the monthly rental.

For the Board's information, spending by the library, now seven-months into the fiscal year, is slightly above their budget.

There was a question and discussion regarding the Merwin Trust. It was requested that the board receive an explanation for how the trust funds operate.

#### Fairchild-Nichols Branch:

Gail Voytek reported that the elevator doors are currently broken. The Fairchild Association is actively pursuing repairs and upgrades to make the elevator fully functional again.

#### Old Business:

A brief discussion was made regarding the arrangements for Joan Hammill's memorial plaque.

Motion was made by John Breedis and seconded by Carol Porrata Elstein that a 9 inch x 12 inch, landscape, and black with gold lettering memorial plaque be purchased in honor of Joan B. Hammill. Vote: All in favor. Motion passed.

#### New Business

Rosemary Seaman announced that members still awaiting reappointment to the board are to contact Alicia Altobelli in writing via email expressing their interest in staying on. Gail Voytek has already been reappointed.

#### Adjournment:

Motion was made by Carol Porrata Elstein and seconded by Gail Voytek that the Board adjourn the meeting at 8:01 p.m. Vote: All in favor. Motion passed.

Respectfully submitted,

Stefan Lyhne-Nielsen, Director

Approved, pending final approval by the Board of Trustees

Rosemary Seaman, Chair  
Trumbull Library Board of Trustees

The next meeting of the Trumbull Board of Trustees will be on March 9, at 7:00 p.m.