

TRUMBULL LIBRARY BOARD OF TRUSTEES

MINUTES

Trumbull Library

February 10, 2021

Members Present: Rosemary Seaman, Chair, Carol Porrata Elstein, Vice-Chair, John F. Breedis, Treasurer, Tara Liskov, Julia McNamee, Kelly Mallozzi, Nancy Rupp, Mary Santilli

Member Absent: Joan B. Hammill

Also Present: Stefan Lyhne-Nielsen, Director

Meeting Called to Order: 7:05 p.m.

Pledge of Allegiance

Public Session:

None

Correspondence:

None

Approval of Minutes:

Motion was made by Julia McNamee and seconded by Mary Santilli that the minutes be approved as read. Vote: All in favor with one abstention. Motion passed.

Director's Report:

The budget for FY22 has been submitted to the First Selectman. We ask that our operating amounts return to the level requested initially last year, including money for Sunday hours. We also asked for more programming funds as well as an increase in the base rate of pay for part-time staff from \$13 per hour to \$14 per hour in lieu of the minimum wage increase expected State-wide over the next few years.

The Director is meeting with the Board of Finance on Thursday at 7 pm to request a transfer of funds from our PT payroll account to Capital Outlay in order to purchase and install security cameras. These are the same cameras we had asked for in last year's budget cycle and were given permission for prior to the pandemic disrupting the process. We have a suitable amount of money in the PT account due to the fact that several positions remain empty up until now. The security cameras will be installed at both the main library and Fairchild library. As the Town already has this camera system we will not need to purchase additional software or server space to make it work. The IT department has already been notified.

The library is planning a number of required webinars for staff to watch and critique. The topics will be how to deal with angry patrons, staff interactions and cooperation, how implicit bias affects the choices we make (interacting with the public, other staff, collection development, etc.), and how we go about choosing to present the library to the public (marketing, customer service, etc.).

Treasurer's Report:

Activity in Board Funds during January was small, comprising of one small memorial contribution to income and few disbursements. The latter principally included fish tank maintenance cost and book purchases using Fundraising Income and support of programming expenses using the Merwin Fund.

Fairchild-Nichols Branch:

Nothing to report.

Old Business:

None

New Business:

None

Adjournment:

Motion made by Mary Santilli and seconded by Carol Porrata Elstein that the Board adjourn the meeting at 7:27 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 10, 2021, at 7:00 p.m.