

TRUMBULL LIBRARY BOARD OF TRUSTEES

MINUTES

Trumbull Library

May 11, 2022

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

Member Absent: Marc St. Louis

Also Present: Stefan Lyhne-Nielsen, Director, Nicole Mihalko, attendee

Meeting Called to Order: 7:02 p.m.

Pledge of Allegiance

Public Session: None

Correspondence: None

Approval of Minutes:

Motion was made by Carol Porrata Elstein and seconded by Gail Voytek that the minutes of the April 6, 2022 meeting be accepted as presented. Vote: All in favor. Motion passed.

Director's Report:

The library director presented a copy of the Summer Reading Program for the Youth Services Department. The library is trying to capitalize on the types of programs and activities that have proven successful in the past – in particular incentivizing reading and participation by awarding the kids with currency which can then be used to purchase books and toys from our prizes. The majority of our programming will be in-person. The library will also offer YA and Adult Summer Reading programs.

Town Council voted to approve the budget without any changes from the Board of Finance levels. This means that the library is fully-funded for FY23. The board had a discussion regarding the building attendant position that is funded in the budget and what that would mean for regular cleaning.

The Friends are rapidly moving ahead with the book sale event to be held on June 11 from 9:30 until 4 pm. They have received a large amount of donations and hope to have a full offering to showcase at the first sale since the start of the pandemic.

The library is still working on receiving the go-ahead to post the vacant positions. The next step is to receive approval from the Civil Service Commission which meets on Wednesday night.

The library director announced that a new recording secretary has been found to take the minutes for the library board and that she will start at the June 8 meeting.

Treasurer's Report:

Spending from Board Funds during this past April was significantly higher (at \$3475) relative to that in recent months. Furthermore, this month's expenditures (mostly from the Merwin and Hawley Trust Funds) were nearly exclusively made for books added to our collection. It is anticipated that Board Fund spending can be higher during the two months remaining in the current fiscal year because the library's budget for book purchases and program expenses are exhausted as of the end of April. Income for the month consisted of a small memorial contribution.

Pertaining to the library's overall budget, it remains on target as we close out the year.

Fairchild-Nichols Branch:

Gail Voytek and Mary Santilli reported that the branch has a new fire alarm panel. Attendance has increased with YA and children's programming. There are plans for two robotics programs for children/young adults this Summer. The library is working with a group called Meta^Infinity to present the programs with the hope to develop a long-term partnership.

Old Business:

Joan Hammill Memorial: The board is planning a date and time for Joan Hammill's memorial plaque installation in coordination with her family.

Merwin Trust: The Director gave a brief update regarding developments with the Merwin Trust. The library sent out letters to both of the new trustees and is awaiting a response.

Collection Development Policy: The board reviewed several different collection development policies and discussed updating the current policy. Motion was made by Carol Porrata Elstein and seconded by Rosemary Seaman to create a Library Collection Development Policy committee in order to update the current policy. Vote: All in favor. Motion passed.

New Business

None

Adjournment:

Motion was made by Mary Santilli and seconded by Gail Voytek that the Board adjourn the meeting at 8:00 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 June 8, at 7:00 p.m.