

TRUMBULL LIBRARY BOARD OF TRUSTEES

MINUTES

Trumbull Library

November 10, 2021

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

Member Absent:

Also Present: Stefan Lyhne-Nielsen, Director

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 John Breedis that the minutes of the October 13, 2021, meeting be approved as read. Vote: All in favor with three abstention. Motion passed.

Director's Report:

The Friendsgiving Membership Drive is Saturday, November 13, from 10 am until 1 pm. They have already received a number of membership applications and dues payments since creating a new website and advertising for members.

The custodians have resumed transits between the branches and are providing cleaning services to the main library.

The library is set to launch a new public events calendar on Monday, November 15. This will replace Library Insight which is going out of business at the end of the year. The new calendar, LibCal, comes with a variety of integrations and innovations that will make it easier to manage the various events and spaces moving forward.

We are seeing our circulation statistics return to our pre-pandemic averages. That said, our indoor foot count remains low. With the return to in-person events and the availability of meeting room spaces, we hope that this discrepancy will subside in the coming months.

There was a discussion regarding computer locations and seating in the library, as well as a question regarding CD collection.

Treasurer's Report:

Spending during October was modest. Book sale income covered several maintenance expenses (56% of the total). Program expenses accounted for another 33%, paid by the Mallett Fund. The remaining disbursements were for book purchases through Memorial bequests and the Hawley Trust Fund.

Pertaining to income, the Florance Toplansky bequest received \$1000 (an annual event) for purchasing large print books. Board funds also received \$7000 for its annual grant to the Mallett Fund, this amount being equal to that of last year.

Fairchild Nichols Branch:

Mary Santilli and Gail Voytek reported that progress was being made regarding the exploration for the purchase and installation of a new elevator at the branch. There was also a discussion regarding the resumption of in-person programs for Children in November.

Old Business:

There was a discussion regarding the upcoming library board elections this January.

Motion was made by Julia McNamee and seconded by Mary Santilli that Rosemary Seaman be elected Chair, that Carol Porrata Elstein be elected Vice-chair, and that John Breedis be elected Treasurer for 2022. Vote: All in favor. Motion passed.

Additionally, there was a discussion on how to honor Joan Hammill's time on the Library Board. The Board will pursue having a plaque made to acknowledge Joan's contributions with the intention of placing it somewhere visible in the library.

New Business

Motion was made by Carol Porrata Elstein and seconded by Gail Voytek that the staff of the Trumbull Library System receive a gift certificate in appreciation for their service in the amount of \$15. Vote: All in favor. Motion passed.

Adjournment:

Motion was made by Mary Santilli and seconded by Gail Voytek that the Board adjourn the meeting at 8:29 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 December 8, at 7:00 p.m.