



Jonathan Trumbull Library

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Jonathan Trumbull Library

September 18, 2014

Regular Meeting – Board of Trustees

Present: Cathe McCall, Diane McCall, Alicia Wayland, Kathy Chesmer, Mary Withey, Berkeley Nowosad,
Library Directors Julie Culp, Linda Slate

Absent: Judy Vertefeuille, Maureen McCall, Michelle Kersey

The meeting was called to order at 7:02 by Chairman Cathe McCall. The minutes for the August 17th, 2014 regular meeting were addressed. Motion by Alicia Wayland and seconded by Mary Withey to approve the minutes as presented. The motion carried with none opposed.

Correspondence – None

Director's Report – Julie reported – The budget was reviewed and all is in order. Circulation was down for the months of July and August in both children and adult areas. Program attendance has been good. Several copies of 'Know your Chances' is available. A book discussion on this will be led by a medical librarian, Jeanine Gluck. A quilt from the Organ Tissue Donation group will be on display at the library. Two blocks of the quilt are dedicated to individuals from our town. The purpose is to increase organ donor awareness.

Youth Services Director – Linda reported – She is in the process of doing a large weed of non-fiction. Many of these books will go into the upcoming book sale. Linda is also compiling a list of favorite books of different age groups. She is also planning on having more small motor programs for the very young.

Bylaws – An updated employee contact page was distributed to the group.

Budget – As reported under the Library Director report

Facilities – New computer chairs still required. Julie hopes to obtain money for them from the TIP fund.

Personnel - The Board was given a copy of the Library Director evaluation that was recently created by the personnel subcommittee. The group approved of the document. Cathy will set up a meeting to present the evaluation to Julie prior to the October Board meeting. The Board also agrees that they would like to prepare a more formalized evaluation format for the future. Julie will provide some samples to work with. The personnel subcommittee and Julie will work on the process jointly.

Friends – The book brigade had a good number of volunteers and all went well. Everyone is encouraged to come in during open library hours to help unpack and set up for the sale. Volunteers are still needed to work the sale. Michael Harris will email us the schedule. Franklin will take any leftover books.

LCBA – The Resident State Trooper was at the meeting to answer questions.

Hugh Trumbull Adams Trust Fund – This year's request for grant funds must be submitted by September 30th. Our application will request \$10,000 for ebooks, \$15,000 for children's materials, \$25,000 for adult materials, \$15,000 for programming, \$15,000 for electronic resources, for a total of \$80,000. A motion was made by Alicia Wayland to authorize Julie to apply for the grant as discussed. This was seconded by Berkeley and the motion carried.

Julie gave us the exciting news that the Trust has also generously pledged one million dollars toward the renovation project. This will be paid over five years with an additional \$200,000 to cover loan fees for that period. During this time the Trust will also continue to fund the Mary Trumbull Adams book fund at not less than \$50,000 per year.

Building Committee – The committee is again meeting with the architect. Based on the recently updated State Library Space Planning guide, a new program is being developed. Requirements under this model call for fewer books, as libraries will be offering materials in different formats. Due to this, some of the original space requirement estimates will shrink, though a need for additional Youth Services area remains, as well as additional square footage to bring the building up to code.

Hearing no other business, there was a motion to adjourn by Alicia Wayland and seconded by Mary Withey. The motion passed unanimously and the meeting was adjourned at 7:40.

Respectfully submitted,
Diane McCall, Board Member