



Jonathan Trumbull Library

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Jonathan Trumbull Library

September 20th, 2018

Regular Meeting – Board of Trustees

Present: Cathe McCall, Diane McCall, Maureen McCall, Eilleen Weinstein, Michelle Kersey, Berkeley Nowosad, Colleen Meese, Bill Goba and Library Directors Matt Earls and Linda Slate

Absent: Mary Withey

The meeting was called to order at 7:04 by the chairman, Cathe McCall.

Minutes to the August 16th regular meeting – Motion (Diane McCall/Eilleen Weinstein) to accept the minutes as presented. The minutes were accepted unanimously.

Correspondence – Notice of the CLA conference on November 2nd.

Director's Report – Matt reported.

- Matt distributed the list of adult events for the coming month:
 - Book Signing – Local author Tony Coscia of Lebanon – *Tony's 50,000 Coincidence Miracles* – October 11th
 - Yoga and Meditation – October 1st, 15th, 22nd and 29th
 - Book Discussion – *News of the World* – October 16th
 - Device Night – October 18th
 - Kent Rice Sculpture Seminar – October 27th
 - Teen Chocolate Make it and Take it – ages 12 and up – please register – October 30th
 - First Tuesday Films – *Woman Walks Ahead* – November 6th
- Matt reconciled the library QuikBooks with the town accounts for the fiscal year. 99.4% of the approved budget was spent. In the past we had a surplus. Matt's plan is to increase material spending. There is about \$70,000 of restricted amounts and an additional amount of non-restricted. Plans for Flexible Space modifications were as follows:
 - Upstairs – The breakfront will be sold on consignment through Hollyhock Antiques. She will put a price on it for \$1,500 and we will receive 60%. She will do the moving and Matt will ask her about some of the old chairs upstairs as well.

This will make room for 14' more of matching shelving perhaps using TESCO or Gaylord Americana. This should accommodate the rest of the YA Fiction and audio. PSI-NESP is a family run business out of Wolcott and they have a number of ways to save money using our existing shelf parts. This led to a discussion on whether or not the job had to go out to bid and Matt will check with Betsy on that. Move the two low shelves in the main reading room and either add a new row or add on to the existing rows. Biography will move to the Large Print area and end of Non-Fiction. In Main Reading Room - remove small fiction book shelves and replace with Estey - matching new fiction shelves also, replace card catalogs with Estey shelving. Large Print will move here. There will be new shelving behind the circulation desk as well. Attach small fiction shelves to nonfiction shelves or make a completely new row in the nonfiction area.

➤ Downstairs:

- Littles – on the left, get rid of old wooden shelving downstairs. Create an imaginative play area for kids under 5 and parents. Number one priority is a place for pregnant women to sit. Matt is hoping that the Friends of the Library will pick up the bill for the artist who will be creating this, one of the original designers of Kidcity in Middletown. He was recommended by a friend, another of the Kidcity designers, who described him as having whimsy. Easy Readers will move to shorter shelves for these shorter people. Space will be found for the puppets. There will be perimeter shelving that will be removable. The easy readers are too high right now and will be replaced with mobile browsers.
- The two sides will be bisected with AV shelving.
- Middles – will be moved to the right with several tables and shelving for juvenile fiction at 66". The non-fiction will be placed along the perimeter on trax shelving and using existing 66" verticals with existing bases to increase the height and density of Juvenile Non-Fiction.
- Personnel – Matt began staff meeting in September and will plan on having them monthly. It was worth it with good ideas being generated including adding a Homeschool meetup time and space for a parent run art class, and a microscope workshop.
- Facilities – No water in the ladies room again. The pipes are filled with silt. The outside AC has failed and Matt will contact Betsy.
- Circulation – August circulation was up again due to the summer reading and we can expect a downturn now that summer is over.
- Consumer Report – Matt currently struggling with the decision to continue the subscription to this since the cost is high and goes up \$50 each year.
- Friends of JTL – The Friends membership is increasing due to Donna keeping the reminder at the circulation desk where everyone can read it.

Bylaws – This committee (Colleen, Maureen and Michelle) will meet at 4:00 on September 26th.

Budget – Bill was asked if he would serve on this committee to which he agreed.

Personnel – The recommendation from the committee is a 3% increase in the Library Director’s salary, retroactive to the date of his sixth month anniversary. The motion passed unanimously.

Library Trust Fund – Matt has heard nothing at this point although he did email Hume’s secretary.

Young People’s Director’s Report – Linda distributed the October schedule of events including the usual *Time for Stories, Read, Rock & Rhyme, Pokemon Club, Homeschoolers Making STEAM* and *Chess with Matt*. Registration is asked for the following events: **Children’s Author Event with C. S. Moon** on October 20th, **Microscope Viewing with Yaw Nsiah** on October 22nd, **Owl Pellet Dissection** on October 23rd, **Nightmare before Christmas Sing-a-long** on October 25th, **Teen Chocolate Make and Take Program** on October 30th. The Summer Reading Program was a great success. 41 new library cards were used by kids this summer and patrons were very complimentary about what was offered. Linda thanked a handful of stellar volunteers. Claire’s STEM programming has been well-received by the Homeschool community, and Jamie’s Autism Discussion group has attracted families. 48 students participated in the Wandoo Summer Reading Software and logged 521 books. LES hadn’t promoted it but LMS did. 803 books were borrowed from LES/LMS school lists. Juvenile library summer circulation (books only) borrowed was 6,547 and 1,465 people attended the 86 programs. Linda will be attending the CLA Children’s Section meeting at the Wallingford Library on October 5th.

Friends of JTL – The plans for the booksale are completed. The book brigade happened yesterday and sorting has begun. We received quite a lot less this year and there was considerable trash donated that had to be dealt with. People don’t seem to know what ‘gently used’ means.

Bill noted that the Deliberative Dialogue event this month was a good event with great information and detailed documentation. Matt was disappointed at the turnout.

Hearing no other business, motion made (Bill Goba/Michelle Kersey) to adjourn at 8:04. The motion passed unanimously.

Respectfully submitted,
Maureen D. McCall, Secretary