



## *Jonathan Trumbull Library*

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Jonathan Trumbull Library

August 16, 2012

Regular Meeting – Board of Trustees

Present: Cathe McCall, Diane McCall, Alicia Wayland, Kathy Chesmer, Berkeley Nowosad, Michelle Kersey, Maureen McCall and Julie Culp

Absent: Judith Vertefeuille

The meeting was called to order at 7:01 by the chairman, Cathe McCall.

The minutes to the July 19<sup>th</sup> meeting were addressed. Julie Culp pointed out that the number of computers in the Librarian's report and in the Facilities report should have been six and not two. Motion by Alicia Wayland and seconded by Diane McCall to approve the minutes as corrected. The motion carried with one abstention and none opposed.

Correspondence – The Board received a thank-you note from Barbara Anderson at the Elementary School for their backing of the Grade 4 essay contest. Forty essays were written. The Friends of the JTL, the Savings Institute and the library board supported this contest.

### Librarian's Report –

- Julie handed out a copy of the budget submitted to the town finance office
- A circulation report was distributed. It was amended to reflect fiscal year vs. calendar year as it had in the past. Julie also added a line for computer usage, although she could not back into numbers for the years 2005 and 2006. Circulation for 2012 was over 84,000, a significant increase over 2011
- Two new staff computers were installed and configured
- A new UPS is required for the server
- Surge protectors will be installed on all other computers
- The town will be facilitating fixing of the grandfather clock
- Upcoming adult events are:
  - Book discussion on August 21<sup>st</sup>
  - Alzheimer's program on August 27<sup>th</sup>
  - A film on September 4<sup>th</sup>
  - *One Book One Region* with guest lecturer on September 18<sup>th</sup>
  - Book sale from September 28<sup>th</sup> through 30<sup>th</sup>.

- The upcoming children's programs
  - *Danny Magic* on August 23<sup>rd</sup> at 6:30
  - *Look What I Did With a Leaf* on September 11<sup>th</sup>
  - *Read, Rock and Rhyme* and story times.

#### Committee Reports:

Friends of JTL – are looking for new ways to raise money. They may not be able to do a book sale next year (their largest fundraiser) as they do not have a chairman for that event. Discussion followed.

LCBA – does not meet in the summer, but had a picnic at the Nowosads. They are working on the business directory and that will be in the mail soon. They are also working on the town guide that comes out every two years. Their next meeting is on the 3<sup>rd</sup> Tuesday in September at the Log Cabin.

Publicity – no report

Trust Fund – Motion made by Alicia Wayland and seconded by Holly Sinkewicz that the library 2013 request should include funds to: continue Overdrive, increase the book selections, and increase electronic resources. We would also like to request monies to support additional programming, as their purpose is learning, and the enrichment of those attending. The motion carried unanimously.

Library Building Committee – Julie has been collecting samples of RFQS (Request for Qualifications) that other libraries have published for similar projects. The Building committee is gathering this information as it will soon be seeking someone to do preliminary planning. Charles Westbrook (Building Committee member) came in to see where the phones and computers are, so that he can make recommendations in that area. An official thank-you was extended to Julie for all the work she has done to document library needs. This will be a huge time and money saver on the overall project.

#### Unfinished Business:

Mission Statement – The Board discussed several possible Mission Statements. A motion was made by Alicia Wayland and seconded by Holly Sinkewicz to adopt the following. The motion passed unanimously.

*The mission of the Jonathan Trumbull Library is to provide materials, information and services for the enrichment, enjoyment and educational needs of the residents of Lebanon.*

Hearing no new business, a motion was made by Alicia Wayland and seconded by Holly Sinkewicz to adjourn at 7:27. The motion passed unanimously.

Respectfully submitted,  
 Maureen D. McCall  
 Maureen D. McCall, Secretary