



Jonathan Trumbull Library

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Jonathan Trumbull Library Board of Trustees Regular Board Meeting – May 17, 2012

Present: Library Director-Julie Culp, Cathe McCall, Holly Sinkewicz, Diane McCall, Berkeley Nowosad, Michele Kersey, Kathy Chesmer, Maureen McCall and Judith Vertefeuille

Chairman, Cathe McCall, called this meeting to order at 7:01 P.M.

Minutes to the previous meetings (Regular meeting of March 15, 2012 – Special meeting of April 23, 2012 – Special meeting of May 10, 2012) were addressed. Motion by Holly Sinkewicz and seconded by Diane McCall to accept the minutes to all three as presented. Discussion followed. Julie pointed out that Linda Slate had attended the March 15th meeting but her name was omitted. There were no other corrections. The minutes were accepted with one correction with none opposed and no abstentions.

Correspondence - None

Library Director's Report – Julie Culp presented her report.

- Budgets are on track. There are three more pay periods until the end of the fiscal year. Of note, utilities are down due to the warm winter – Miscellaneous services might be up due to an additional bill for \$235 to Bibliomation for web and email hosting - Purchased a new phone and laser scanner.
- Plans underway to make a new web page in Wordpress with the assistance of the state library staff – staff needs find a day in their busy schedule to do that.
- Julie and Linda attended one day each of the CT Library Association Conference.
- Julie attended NE CT Public Libraries Roundtable.
- New computers from HTA fund arriving in mid-May – two of the six are down.

- CT Author trail – on July 17th, Pam Lewis will be here for a 6:30 program. She lives in Mansfield and has authored three novels.

Children's Library Director's Report – Linda Slate submitted a written report as she was on vacation.

- Summer reading will be slightly different this year in regards to our partnership with the Middle School. The school library budget has been cut for the second year so they have not ordered any new books. Martha Shea felt it not fair to add new titles to the lists and only have our one copy available for students. We will be using last year's list with minor changes.
- Various summer reading performers have been booked and programs will be in place prior to the end of school.
- Lebanon Kids will be visiting JTL weekly during the summer to watch movies.
- The Lebanon School Readiness Council recently provided JTL with over \$200 worth of emergent reader books.

By-laws Committee – met and the minutes were distributed. A special meeting for the entire board to review proposed changes is scheduled for May 31st at 6:30.

Budget – The Lebanon budget was not passed so we can not vote to propose our budget until we find out if the Board of Finance is changing what we have had approved at this time.

Facilities/Equipment – New windows were installed and Julie has asked the selectmen for a desk to replace the wobbly one upstairs as well as replacement computers.

Personnel/Employee Compensation – Nothing to report

Friends – the Art Show was a great success.

Sunshine – Nothing to report

LCBA – Expo Day on April 21st recapped. Holly reported on how well it went. She made sure that she pushed everything and pointed out to other businesses that magazines come in monthly and are a great item to 'adopt' because of how often the sponsors name would be 'publicized'. Holly pulled out statistics from our budget presentation and used that in her presentation. She had her balloons and ever-present table glitter. She is now well prepared to go out and speak for the library at any time.

Publicity – See Expo Day above.

Library Trust Fund – continued discussion on what we might ask for next year. Perhaps we could ask for museum passes since they are educational and a

projector and large screen television for programs. Board games were discussed. Linda would like to get some early literacy learning games and they want to expand the e-books overdrive resources.

Building Committee – It was reported that the committee is starting to talk about an architect and that they are making some progress. They had wanted to first make sure that they had ideas in hand on the needs and wants of the library. There appears to be some good experience on the board to get this job done.

Unfinished business – None

New Business:

- Mission Statement – discussed some possibilities – decision made that this is something that should come with the by-laws so everyone will think about this and be prepared for the meeting on May 31st.
- Regular Meeting schedule – discussed that we think we should meet more often. This has been changed in the proposed by-laws so will be discussed/passed at the May 31st meeting.
- Backfill employee to provide coverage when necessary – There are times when the library needs coverage when someone is out ill/on vacation. Motion made by Holly Sinkewicz and seconded by Judy Vertefeuille to give Julie Culp permission to hire a fill-in at \$11.96/hour as necessary. Julie does have someone in mind who has the experience. The motion carried with none opposed.

Note that Alicia did a history of the Library from 1896 to the present. It is good to know that it is available. Thought was that the Historical Society should do an exhibit on the library if it has not already done so.

Chairman McCall called for adjournment at 8:06. All were in favor.

Respectfully submitted,

Maureen D. McCall

Maureen D. McCall, Secretary