



Jonathan Trumbull Library Board of Trustees  
Regular Meeting – January 19, 2012  
Jonathan Trumbull Library Meeting Room

Present: Library Director-Julie Culp, Children's Library Director-Linda Slate, Cathe McCall, Holly Sinkewicz, Diane McCall, Berkeley Nowasad, Alicia Wayland, Kathy Chesmer and Maureen McCall. Excused: Michele Kersey and Judith Vertefeuille

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

Minutes to the November 29<sup>th</sup>, 2011 special meeting were addressed. Under Committee Reports, Alicia Wayland asked that the date under LCBA Christmas Party be fixed to read correctly as December 3, 2011. Under Building Committee, Donohue Group spelling needs to be fixed. Alicia noted that state regulations require that a board member and the library director need to be on a building committee to receive state funding. Motion (Alicia Wayland/Diane McCall) to accept the November 29<sup>th</sup> 2011 minutes with changes. The motion passed unanimously.

Minutes to the January 9<sup>th</sup>, 2012 special meeting were addressed. Motion (Alicia Wayland/Holly Sinkewicz) to accept the minutes as presented. The motion passed unanimously.

The chair asked for Executive Session. Motion (Maureen McCall/Diane McCall) to go to Executive Session. Motion passed unanimously. Motion (Alicia Wayland/Diane McCall) to come out of Executive Session. The motion passed unanimously. No action was taken.

Library Director's Report – Julie Culp presented her report. Budgets are on track. Circulation for 2011 was up significantly over 2010 and numbers have been increasing every year. December OverDrive registrations were at 48 with 45 checkouts. The Friends of the Library voted a generous gift to the library which will pay for museum passes, some programs and library materials.

Children's Library Director's Report – Linda Slate noted that she has an early childhood meeting coming up next week at the Elementary School for the selection of books. The first Saturday in February will be "Take Your Child to the Library" day. The Friends of the

Library will host 'Feathers and Scales' from the Lutz Museum that day. Zoom Science will be held on Tuesday next week and they will be building geodesic domes.

#### Sub-Committees/Special Committees

By-Laws – The committee agreed to hold a meeting on Monday April 23<sup>rd</sup> at 6:00 P.M. at the Library to begin discussing changes. All board members are encouraged to re-read their by-laws and bring suggestions to the committee ahead of time. Julie will give us an updated list of the Trustees, the Committees and the Holiday Schedule for our board manuals.

Budget – Discussion centered on the information Julie received at the town hall that only the selectmen can approve wages increase which will affect the budget we prepared at the special meeting. The Director is not to receive the increase that the board felt was warranted. Julie, with Veronica at the town hall, made adjustments to the salary and to the materials line items to offset that but social security and pension amounts should also be taken into consideration. Motion (Holly Sinkewicz/Berkeley Nowasad) to have the Finance Department adjust the pension and social security amounts to reflect the 0% increase in the budget line item for the director's salary and move those funds to the materials line item. The motion passed unanimously.

Further discussion continued concerning the presentation of the budget. Motion (Alicia Wayland/Holly Sinkewicz) to hold a special meeting on Thursday February 23<sup>rd</sup> to address this. The motion passed unanimously.

Equipment – Julie purchased a second phone for the front desk for \$21. She has not had time to look into purchasing new computers.

Personnel – No report

Friends – Their generous gift totaled \$4,910 without which the library would not be able to have special programs, museum passes and money for new materials.

Sunshine – No report

LCBA – Alicia reported that there will be an Expo Day in town on April 21<sup>st</sup> from 9:00 A.M. to 2:00 P.M. at the Fire Safety Complex and all organizations in Lebanon were urged to participate. Holly already has plans to be there with a table for 'Adopt-An-Author'. Tables are free to non-profits.

Publicity – No report

Trust Fund – It was reported that we received the funding we requested. Discussion continued concerning this trust fund and who can apply for support. Other buildings

around the Green are also submitting requests and we know that the Jonathan Trumbull Jr. House needs some expensive repairs.

Building Committee – Alicia, Julie and Cathe attended the 12/21/2011 committee meeting. Officers were elected. Maggie McCaw presented site plans and thoughts were discussed. When the selectmen were approached regarding adding the Library Director and one board member to the Building Committee, they were initially agreeable. Then we were told that it needed to be voted on at town meeting. As of today, one person left the Building Committee so one more could be added – presumably the Library Director. Thank you Alicia for your persistence. Motion (Alicia Wayland/Holly Sinkewicz) to recommend to the selectmen that the Library Director be appointed to the vacancy on the Library Building Committee. The motion carried unanimously. To add a Library Board Trustee to the Building committee, the number on the committee would have to be changed from 7 to 8 members. Joyce Okonuk will have to put this on the agenda for the next meeting. It was reemphasized that in order to request monies from the state to fund a building project, both the Library Director and a trustee must be on the Building Committee.

Motion (Diane McCall/Holly Sinkewicz) to hold a special meeting on February 2<sup>nd</sup> at 6:00 P.M. to discuss and prioritize the needs of the library in order to facilitate communication with the Building Committee. The motion carried unanimously. The board members were reminded to re-read the Donohue report before that meeting.

Unfinished Business – None

New Business – It was suggested that the entire board get more education on ebooks to be able to discuss the topic more intelligently.

Cathe McCall adjourned the meeting at 8:23.

Respectfully submitted,

*Maureen D. McCall*

Maureen D. McCall, Secretary

