

Jonathan Trumbull Library Board of Trustees

Regular Meeting

March 17, 2011

**Present:** Julie Culp, Kathy Dunnett, Jason Huling, Cathe McCall, Maureen McCall, Heather Morin, Lydia Myers, Holly Sinkewicz, Linda Slate.

**Absent Board members:** Diane McCall and Judy Vertefeuille.

The regularly scheduled meeting for the Jonathan Trumbull Board of Trustees was held on Thursday, March 17<sup>th</sup>. The meeting was called to order by Chairperson, Holly Sinkewicz at 7:01 p.m.

2. The minutes of the January 20, 2011 were read at that meeting. M. McCall voted to approved, seconded by H. Morin. All approved.

3. **Correspondence** – All members of the Board were copied on e-mails sent by J. Culp in response to questions posed at the Board of Finance Public Hearing meeting on March 5<sup>th</sup>.

In addition, H. Sinkewicz circulated a copy of the letter sent by J. Culp to the Board of Selectmen requesting permission to participate in MERF.

**4. Librarian Reports**

A. **Director** – J. Culp distributed copies of the Library Director's Report. Circulation continues to be quite high, as compared to past years. Quantity of programs offered and participation in these programs also continue to show high numbers in attendance. J.Culp attended the Public Library Roundtable in February.

B. **Children's** – L. Slate's two times per month Saturday Story Time has been received extremely well. Read, Rock, and Rhyme continues to be a popular program. She will apply for grants in order to create some thematic book bags. Historical book discussions have been occurring at the Historical Society for two different age groups. The agriculture grant was received, consisting of \$1000.00, divided equally between children's and adult categories for agricultural related library materials.

**5. Sub-Committees/Special Committees-**

A. **By-laws** –To be discussed later in the minutes

B. **Budget** –To be discussed later in the minutes

C. **Facility/Equipment** –J. Culp has contacted Selectmen regarding condition of the brick walkway and wall at the lower entrance to the library.

D. **Personnel/Employee Compensation** – No business to report

E. **Friends** –Art Show Reception, Friday, March 18<sup>th</sup> – All Board members received invitations to the reception, hosted by Friends. The Equinox and the Arts Art Show will run from March 19<sup>th</sup> – April 14<sup>th</sup>.

F. **Sunshine** –No business to report

G. **LCBA** – H.Sinkewicz and K. Dunnett attended the recent meeting and reported on the activities.

H. **Publicity** –No business to report

I. **Library Trust Fund** –No business to report

J. **JTL Building Committee** –Names of those interested in participating should be submitted in a timely fashion to the Selectmen’s Office.

## 6. Old Business

A. **Budget 2011-2012 presentation to BOF** –H. Sinkewicz expressed gratitude to J. Culp for the presentation and thanks to all Board members who attended to lend support.

a. **Questions asked by BOF** –J. Culp responded via e-mail, as mentioned above.

b. **Pension** – J.Culp is not eligible for union membership; however, the lawyer has noted that she should be compensated to make up for the difference. This request was carried forth into the presented budget.

B. **Funding for Planning Project** –This agenda item was mistakenly added from last month’s agenda and therefore no business was discussed regarding said topic.

## 7. New Business

A. **Personnel Policy Change** –After reviewing some language options, it was agreed that the policy regarding vacation time needs to be rewritten. Committee members will arrange a date and time for such meeting.

At this point, a request was made by H. Sinkewicz to break into Executive Session. M. McCall motioned, seconded by J. Huling. All in favor. Meeting was moved into Executive Session at 7:34 p.m. Discussion followed. Motion made at 7:40 p.m. to move back into Regular Session by M. McCall, seconded by Kathy Dunnett. All in favor.

B. **Books from Hugh Trumbull Adams** – After much discussion, it was moved by M.McCall, seconded by C.McCall, that all books available to the JTL from Mr. Adams’s library be put into the care of the trustee and attorney and auctioned. All proceeds, minus the commission of the seller, will be available to JTL. All Board members were in favor.

C. **Donation to Historical Society**- J. Culp requested that the JTL be allowed to donate a number of Lyman High School yearbooks and also a collection of Connecticut Nutmegger manuals to the Historical Society. M.McCall motioned in favor of this action, seconded by J. Huling. All were in favor.

**D.BOF meetings for library budget** –H. Sinkewicz noted the “Schedule for 2011-12 FY Budget Process” calendar in each member’s packet for this evening. Support by Board members at these meetings is appreciated. Especially noted were meeting dates of: 3/31, 4/11, and 5/2.

**8. Other Business** – J. Culp distributed new copies of “Appendix J: BOD Officers, Committees, and Meeting Dates” for addition into the By-laws.

**9.Adjournment** –The meeting was adjourned at 7:56 p.m.

The next meeting will be held on May 19, 2011, at 7 p.m. at the Jonathan Trumbull Library.

Respectfully submitted,

Lydia Myers, Recording Secretary