

Jonathan Trumbull Library Board of Trustees

Regular Meeting

January 20, 2011

Present: Julie Culp, Jason Huling, Cathe McCall, Diane McCall, Maureen McCall, Lydia Myers, Holly Sinkewicz, and Heather Morin. Absent: Kathy Dunnet, Linda Slate, and Judy Vertefeuille.

This regularly scheduled meeting was called to order at 7:03 by Chairperson, Holly Sinkewicz.

2. The minutes of November 18, 2010 were read. D. McCall voted to approve, seconded by J.Huling. All accepted, with the exception of M.McCall, who had not been present for that meeting.

The minutes of the January 10, 2011 special Budget meeting were read. M. McCall voted to approve, second by J. Huling. All in favor.

3. Correspondence- A copy of a letter written by the Republican Town Committee, and sent to the Board of Selectman was distributed for all members to read. Responses from the Board of Selectman and the town's lawyer were also circulated.

4. Librarian Reports

A. Director-J. Culp shared her report. The budget is on target and re reviewed totals for circulation and programs.

B. Children's – J. Culp also reviewed this report.

Figures indicated that circulation in 2010 has increased very steadily each year. Programs continue to draw in many community members. Friends of the Library will use profits from the annual book sale, \$3577.26, to purchase 4 museum passes, with the remaining book sale profit earmarked for library materials. New circulation policies will go into effect February 22, 2011.

5. Sub-Committees/Special Committees

A. J. Culp distributed updated Appendix H (Board of Trustees Address List) and Appendix N (Library Closings for 2011).

B. Budget –Special meeting minutes had been read and accepted, as aforementioned.

There were no reports from Facility/Equipment, Personnel/Employee Compensation, Sunshine, Publicity, or Library Trust Fund. The LCBA meeting was cancelled for December. Friends' information regarding proceeds of the Book Sale is cited above.

6. Old Business-

A. Budget-J. Culp has submitted the budget in a timely fashion.

B. Funding for Planning Project; Town Meeting – The agenda for the January 31<sup>st</sup> meeting was made available to Board members.

7. New Business-

A. Closing of library cash accounts –J.Culp reported on conversations with the town Finance office and the First Selectman regarding the Library's bank account at The Savings Institute. The deposit account for Library revenue (Savings Institute #574 004 479) will be closed by the Finance office, the town Treasurer, and the First Selectman, with the approval of the Board of Finance. The balance will be transferred to Savings Institute account # 9860003946101, the town's regular deposit account, and revenues for the library from hereon will be deposited there. This consolidation is for more efficient bookkeeping at the Town Hall.

B. BOF meetings/ hearings for library budget – H. Sinkewicz handed out notices regarding the schedule for the budget process. Dates of particular interest to library Friends and Board members included the aforementioned date of January 31<sup>st</sup>, the March 5<sup>th</sup> public hearing at the Fire Safety Complex from 9 a.m. -12 p.m., the final public hearing on April 11 at 7:30 p.m. at Lyman, and the annual Town Meeting on May 2<sup>nd</sup>.

8. Other Business – There was no other business.

The meeting was adjourned at 7:55 p.m. by Chairperson H. Sinkewicz.

The next meeting will be held on March 17, 2011.

Respectfully submitted,

Lydia Myers, Secretary