

Jonathan Trumbull Library
Board of Trustees
Regular Meeting
3/18/2010

Members present: Holly Sinkewicz, Julie Culp, Jason Huling, Catherine McCall, Diane McCall, Heather Morin, Judy Vertefeuille, Linda Slate. Absent: Gloria Hanczar, Lydia Myers

- Call to Order - Meeting called to order at 7:00
- Minutes of January 19, 2010 Special meeting - Motion to accept by Diane McCall, seconded by Jason Huling. Minutes unanimously accepted
- Long Range Planning – Christine Donahue presented a preliminary summary of the long range planning study.
 - Items covered
 - Population demographics
 - Circulation overview
 - Comparison to other libraries
 - Project structure
 - Services
 - Facilities
 - Technology
 - Meeting with staff
- Correspondence – Notices were sent out announcing the upcoming art show and reception
- Librarian Reports
 - Director
 - Income – The Merrill Lynch income is down this year
 - Expenses on target though cost of supplies has run over because new library cards were purchased.
 - Utilities – on budget
 - Medical Insurance – Cost will be higher than previously expected
 - Repairs and Maintenance – on budget
 - Equipment – Budgeted not spent as it was reserved for breakage. There are items that currently need repair and replacement
 - Books – on budget
 - Evergreen Training – Will require two, 2 hour closings for training sessions. May 10 (9-12) & May 12 (10-11)
 - Hugh Trumbull Adams Dedication – The committee is looking for a contribution from the library. It is not know at this time what they are looking for.

- Auction lot – The library has a number of items they are looking to auction. We now have the name of an auctioneer who is familiar with the historic period of the furniture we have. All proceeds would be put into the budget.
- Children's
 - Storytimes and Read, Rock and Rhyme continue to be well attended
 - Page Turners Book Club is growing. Currently working on Percy Jackson and the Olympians series
 - Author Pegi Deitz Shea presented a program on 2/20/2010 as part of the Kiddie CAT
 - Attended the Lebanon Early Childhood Council meeting. Sandy Simon wants LES to be linked to other town facilities including the library. Sandy wants pre-school teachers to attend a session of Read, Rock and Rhyme. She also wants to collaborate with the library on summer reading. Many other events are in the planning stages
 - Daycare bags were delivered to six locations on 3/24/2010. The second set will go out 4/7/2010. Providers seem to appreciate this service. LCNS has also expressed an interest, so bags will also go to them.
 - Signed up for a webinar on ICONN children's databases on 4/6/2010.
 - CLA on 4/19/2010.
 - Currently working with Martha Shea from LMS on summer reading program
 - Summer reading to begin 6/14/2010
 - Lebanon school libraries are interested in learning more about Bibliomation
- Sub-Committees / Special Committees
 - By-Laws – All updates have been added to the computer
 - Budget – No update
 - Facilities – No update
 - Personnel / Employee Compensation – No update
 - Friends – Art Show Reception, 3/19/2010 – Art show begins with reception
 - Sunshine – No update
 - LCBA presentation on 4/20/2010 – Library has been asked to attend this meeting and outline what is happening at the library
 - Publicity – No update
 - Library Trust Fund / Community Relations – No update

- Board of Finance Liaison – Judy Vertefeuille has attended a number of meetings. Library Board of Trustees believe the library should ask for funds for furniture next year and yearly going forward
- Long Range Planning – Nothing more to cover
- Old Business
 - Presentation of the budget to the Board of Finance. The budget was presented. There were no negative responses overall. When asked what the library would do if they didn't get all of the funds requested, Holly suggested that furloughs may be needed. Though this is not desired by the library, the BOF noted that it was good that options were being considered. Judy Vertefeuille, Holly Sinkewicz, and Julie Culp to go to a meeting scheduled for tonight
 - Bibliomation – An informative slide show was attended by various Board of Trustee members. Go live is scheduled for 5/18/2010.
 - Long Range Planning – Presentation of study to the public - Details around when and how to deliver the plan to the public is needed. The trustees will consult with Phil Chester and Joyce Okonuk on this. Holly Sinkewicz will contact them. It was agreed that the plan should be presented to the Board of Finance first, and then to the public (preferably before the end of the current school year). Careful planning is needed as we want the Donahue's to present the findings and there will be a charge for each visit they make. The board should also speak with the Conservation Committee as the library is mentioned in their plan.
- New Business
 - Hugh Trumbull Adams Memorial Celebration – Activities planned for 6/12/2010. There is a committee which Linda Slate and Julie Culp is on. We hope to know more by the next Trustee meeting
 - Public hearing on the Budget – Scheduled for 4/12/2010 at 7:30. Library Trustees are encouraged to attend. The Annual Town Meeting is scheduled for 5/3/2010 at 7:30 p.m. The budget vote may occur at that time. Again Library Trustees are encouraged to attend.
- Other Business – No discussion
- Meeting adjourned at 8:22pm

Next regular meeting scheduled for May 20, 2010 at 7:00 p.m. at the Jonathan Trumbull Library.

Respectfully submitted,
Catherine McCall. Library Board of Trustees member