

Jonathan Trumbull Library Board of Trustees

September 17, 2009

Members present: Lydia Myers, Judy Vertefeuille, Leah Tanger, Heather Morin, Barbara Wengloski, and Librarians Julie Culp and Linda Slate (absent: Holly Sinkewicz, Gloria Hanczar, Joyce Teed; [see below] Peg McCormick). Guest: Timothy Wengloski

The regular meeting of the Jonathan Trumbull Library Board of Trustees was held on Thursday, September 17, 2009 in the Town Hall conference room. Vice-Chairperson Leah Tanger called the meeting to order at 7:02 p.m. J. Vertefeuille moved to accept the September 8th special meeting minutes as read; L. Myers seconded; motion passed. L. Myers moved to accept the June 2nd special meeting minutes; B. Wengloski seconded; motion passed with one abstention. L. Myers moved to accept the minutes of the April 9th special meeting; J. Vertefeuille seconded; motion passed.

4. Librarians' Reports

Head Librarian: Year to date budget is on target. Medical Insurance figures still need to be inserted. Circulation figures showed a slight decrease in July but increase in August. Julie Culp requested a change to the Circulation Policy, page 9, regarding Policy for Passes to Museums, Aquariums, etc. J. Vertefeuille moved to delete "information card with name and address and telephone number must be filled out" and change the passage regarding return dates to: "Passes borrowed on Monday are due by 10 a.m. on Wednesday. Passes borrowed on Tuesday are due by 1 p.m. on Thursday. Passes borrowed on Wednesday are due by 9 a.m. on Saturday. Passes borrowed on Thursday are due by 9 a.m. on Monday. Passes borrowed on Saturday are due by 9 a.m. on Monday," L. Myers seconded; motion passed unanimously. A patron has offered a 'next to new' dark oak rectangle shaped table and six chairs to replace the existing one upstairs; it was agreed to accept the donation. Julie also mentioned maintenance to trim, doors, old book drop, etc. is being done.

Children's Librarian: 393 Middle School books were circulated from the summer reading program. On September 8th Linda Slate received notice from Target that she had received a \$1,000 Early Childhood Reading Grant.

5. Sub-Committees/Special Committees

No reports from Budget, Personnel/Employee Compensation, LCBA, Library Trust Fund/Community Relations

B. By-Laws. L. Tanger will make the above changes.

C. Facility/Equipment. J. Culp mentioned that there have been problems with the new book drop; it is of poor design, the tape side locks unintentionally, items get stuck, there is physical damage to books; no puppets can be accepted in the drop. She will call the company representative to voice complaints.

E. Friends. The annual Book Sale will be held September 25-27. 48 workers helped move books on Wednesday the 16th. From 1992-2008 over \$37,000 has been raised through the sale.

F. Sunshine. A letter was read from Julie Culp on behalf of Holly Sinkewicz's family for the donation at the time of Holly's mother's passing.

I. Management Team. Twenty names were submitted as participants in the Long Range Planning Committee, but have not yet been sent invitations. On October 18th there will be a meeting with three or four potential facilitators. Joyce Okonuk and selectmen will meet with the committee 15 minutes prior to this meeting; each interview will be five questions and 20 minutes each in length.

Old Business

A. Long Range Planning-discussed above.

B. Asbestos Abatement Project. The project will include putting a covering on the cement floor like the one done at the Community Center. There is no time line yet for when the project will be done. The children's library will be closed, with some items upstairs for the patrons to take out. A meeting with the bidders, Julie Culp and Joyce Okonuk will be on Friday, September 18th at the Library. A Library Moving Company will be hired to move books & shelving.

New Business

A. The LCBA Expo will be held on October 17th.

B. A letter of resignation has been received from Peg McCormick effective September 1st. Lydia will send a thank you from the Board. Her position will be filled by appointment from the Selectmen.

C. L. Myers moved to accept the 2010 holiday schedule as follows: (M) January 18, (M) February 15, (S) May 29, (M) May 3, (M) July 5, (M) September 6, (M) October 11, (W) November 11, (Th) November 25, (Sat) December 25; J. Vertefeulle seconded; motion accepted. It was noted that for the Union workers New Years which falls on a Friday will be a floating holiday and will be taken within the first two weeks of January.

D. The 2010 meeting dates are as follows: January 21, March 18, May 20, September 16 and November 18. The dates have been posted with the Town Clerk.

E. H. Morin, B. Wengloski and H. Sinkewicz will set up a date to meet for the Library Directors re-evaluation.

F. L. Myers and H. Morin will be the Nominating Committee; positions need to be filled by board members who are already placed. Peg has resigned, Joyce Teed is not running; Leah is up for re-election. Barbara after sixteen years (started March 1993 and has been secretary since November 1993) has decided not to seek re-election.

L. Tanger adjourned the meeting at 8:05 p.m. The next meeting will be November 19th.

Respectfully submitted,

Barbara Wengloski
Recording Secretary