

## **Jonathan Trumbull Board of Trustees, March 19, 2009**

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

The regular meeting of the Jonathan Trumbull Board of Trustees was held on Thursday, March 19, 2009. Chairperson H. Sinkewicz called the meeting to order at 7:05 p.m. G. Hanczar moved to accept the minutes of the January 8<sup>th</sup> meeting; L. Myers seconded; motion passed. A thank you note from Julie Culp was passed around and a letter from the Plan of Conservation & Development Committee was noted; a meeting will be held on April 22<sup>nd</sup>.

### **4. Librarians' Reports.**

The Head Librarian's report notes that the budget is on target, except that the Merrill Lynch figure is not where it should be at this time of year. Circulation continues to increase and attendances of programs are still high. The annual Equinox & the Arts will run March 21-April 23 with the reception on March 20<sup>th</sup>. Census testing took place in the meeting room on Wednesdays, the cement pad for the new book drop has been poured near the upper entrance; money came from the TIP fund. Paul Randall memorial funds have been requested to be used to purchase materials for visually impaired patrons. L. Tanger moved to allow patron Bill Dougal to borrow the Globe, J. Vertefeuille seconded; motion passed. As of July 1, 2009 Computer Tamers will not renew the contract and Julie will see if the contract can work into the Town's, the library will contribute into it. The Back-ups and Server are outdated and need to be replaced; they fail frequently. Athena/ILS is a major expense and Julie will write a letter to J. Okonuk regarding the urgency of this expense for future budgets.

The Children's Librarians report mentioned that the RRR program continues to be the most popular program with 119 participants in March. Story time for 2 & 3 year olds are busy, older kids are less. Linda was on CT TV 14 *On the Homefront* with John Murphy, and was interviewed regarding what libraries have to offer our communities. She attended a Lebanon School Readiness Committee meeting, will be attending a SECT Children's Librarians author's showcase and Summer Reading begins June 22. A big thank you to both librarians for all of their hard work.

### **5. Sub-Committees.**

No reports from By-Laws, Budget, Facility/Equipment, Sunshine, LCBA, Publicity, Library Trust Fund

Personnel/Employee Compensation: L. Myers moved to accept the minutes of the February 9<sup>th</sup> Special Meeting, G. Hanczar seconded; motion passed.

Friends: Art Show being held; Author visit on Tuesday, March 17<sup>th</sup>. A thank you to Paul Randall's family will be in *Lebanon Life* and is a small way to promote the leave a legacy.

## **6. Old Business.**

**A.** The budget was presented by Julie and Holly to the BOF on February 28 at the Fire Safety Complex. The Town Budget hearing is scheduled for April 13<sup>th</sup> at Lyman. Date subject to change. It was asked that all members attend and speak.

**B.** Discussion on By-Law changes in the personnel benefits/holidays as suggested by the combined sub-committee at the February 9<sup>th</sup> meeting. In most cases the non-union workers have better benefits than the union for holidays. L. Tanger will write up change proposals for the Vacation Policy and Sick Leave. Jury Duty is not currently in the By-Laws and Bereavement Leave will be added as discussed at the January meeting.

**C.** As a result of the January 13<sup>th</sup> Tour assessment by members, town officials and architects, the Town has signed an agreement for sketches for an addition.

**D.** A meeting was held on January 15<sup>th</sup> with Mary Louise Jensen, Building Consultant from the Connecticut State Library. The grant process, a 1/3 matching grant, and timing were discussed at that meeting. A copy of her letter summarizing the meeting was given out to all members.

**E. & F.** J. Vertefeuille reported on the timeline of the Capitol Needs Planning Team in regards to the Library which included the book drop, asbestos inspection completed, grant process, architects contacted and the need for a Long Range Plan. J. Vertefeuille moved that the Board of Trustees make long range improvement plans for the Library, L. Tanger seconded; the motion was passed unanimously after much discussion. Members agreed that there was a need for a long range plan, but that it should be in place before applying for the grant; however there are several phases and deadlines including an April workshop and a September deadline; the current economic situation has to also be put into consideration. Financing, fundraising, aspects of improvement, etc need to be discussed further and all members were asked to brainstorm ideas for the next meeting. It was requested that Julie get estimates for carpeting for the foyer, stairs and around the circulation desk; an amount has been set aside for this and needs to be used.

## **7. New Business.**

**A.** A meeting with the Town Planner, Phil Chester, and architects planned for April 9<sup>th</sup>.

**B.** There will also be a meeting with Nina Jeannotte to discuss the Leave a Legacy.

The next regular meeting is May 21, 2009.

The meeting adjourned at 9:15 p.m.

Respectfully submitted,

Barbara Wengloski  
Recording Secretary