



Jonathan Trumbull Library

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Jonathan Trumbull Library

November 29, 2018

Special Meeting – Board of Trustees

Present: Cathe McCall, Maureen McCall, Colleen Meese, Berkeley Nowosad, Bill Goba, and Diane McCall and Library Directors Matt Earls and Linda Slate

Absent: Eilleen Weinstein, Mary Withey and Michelle Kersey

The meeting was called to order at 7:01 by the chairman, Cathe McCall.

The proposed dates for the regular Trustees meeting for 2019 were discussed. They will be held at the Town Hall Conference Room and be scheduled for the third Thursday of each month as follows:

January 17th – February 21st – March 21st – April 18th – May 16th – June 20th - July 18th – August 15th – September 19th – October 17th – November 21st – December 19th

Discussion on the Holiday Schedule for the Library staff followed. They are entitled to twelve holidays and usually on Christmas Eve and New Year's Eve, the library closes at 1:00 PM. In 2019, those two days are on Tuesday when the library opens at 1:00 PM. Motion made by Diane McCall and seconded by Colleen Meese to adopt the following schedule:

Tuesday, January 1st – New Year's Day
Monday, January 21st – Martin Luther King Day
Monday, February 18th – Presidents' Day
Saturday, May 25th – Memorial Day Parade
Monday, May 27th - Memorial Day
Thursday, July 4th - Independence Day
Monday, September 2nd - Labor Day
Monday, October 14th - Columbus Day
Monday, November 11th – Veterans' Day
Thursday, November 28th - Thanksgiving Day

Tuesday, December 24th – Christmas Eve

Wednesday, December 25th - Christmas Day

Tuesday, December 31st – Opened from 9:00 AM to 1:00 PM – Closing Early

The motion carried with none opposed.

Motion (Diane McCall/Berkeley Nowosad) to cancel our scheduled December 20th meeting next month. The motion carried with none opposed.

The budget sub-committee made a plan to meet to begin budget discussions on December 12th at 2:00 PM. Cathe will check on a location and let the members know.

The next item of business to discuss was the proposal for the spending of almost \$11,000 for fourteen (14) book carts for the Children's Library. Two bids were received. The bid from PSI was close to \$50,000 and this for \$11,000 is from Kent Rice. Matt gave the specifics of Kent's bid. The cases will be made from Baltic birch plywood. Six single-sided carts will have dimensions of 36" high by 48" wide by 12" deep. Each will have heavy duty locking castors with three shelf levels for approximately eleven (11) linear feet of storage space. Eight double-sided carts will be 24" deep with three shelves on each side equaling approximately twenty-two (22) linear feet. They will have locking castors as well. The top shelves will allow children to browse through the books with the fronts showing rather than the spines, much like in a record store. Other libraries have reported that circulation has increased with this setup. The total cost will be \$10,930 and delivery will be completed in approximately six (6) weeks from deposit of 50% of that total (\$5,465). Much discussion followed and a tour was taken of the area concerned. It was noted that these carts will fit into the flexible space planning and will be reusable whatever the future holds. Motion (Diane McCall/Berkeley Nowosad) to spend \$10,930 for the above described moveable book carts. The motion carried with none opposed.

Motion made (Maureen McCall/Diane McCall) to adjourn at 7:54. The motion passed unanimously.

Respectfully submitted,
Maureen D. McCall, Secretary