

Jonathan Trumbull Library  
December 16, 2021  
Regular Meeting – Board of Trustees  
ZOOM

Present: Berkley Nowosad, Michelle Kersey, Janice Knudsen, Suzanne Nintean, Guthrie Dinda, Christine Hadyka; Bill Goba and Library Director Matt Earls

The meeting was called to order at 7:01 pm by the co-chair, Michelle Kersey.

Minutes:

- Motion (Janice Knudsen/Berkley Nowosad) to approve the minutes of the November 18, 2021 meeting. The motion carried with one abstention.

Meeting Schedule:

- Motion (Berkley Nowosad/Janice Knudsen) to approve change in regular meeting date from the third Thursday to the fourth Tuesday of the month with the exception of January 2022, which would remain as January 20, 2022. Motion carried with none opposed.
- 2022 Meeting Schedule:
  - January 20, 2022
  - February 22, 2022
  - March 22, 2022
  - April 26, 2022
  - May 24, 2022
  - June 28, 2022
  - July 26, 2022
  - August 23, 2022
  - September 27, 2022
  - October 25, 2022
  - November 22, 2022
  - December 27, 2022

Librarian Reports:

Director's Report: Matt Earls reported.

- The budget will be presented to the Board of Finance in January 2022. An initial meeting of the budget sub-committee will be held in early January 2022 with a follow up meeting later in the month. Matt will reach out to sub-committee members to schedule.
- All indoor activities scheduled for December 2021 were cancelled based on a discussion held during the November 18, 2021 staff meeting and the high number of hospitalizations (over 300) in the state. There is no formal town policy regarding cancellations/rescheduling due to Covid

so this decision was based on protecting the safety and health of the staff and our patrons. Discussion was held regarding the cancellation.

- CEN (Connecticut Education Network) paperwork has been started. Submission of the same does not commit to connecting to the network and that decision can be discussed at a future date.
- The Friend's Christmas Party, scheduled for December 8, 2021 was canceled due to Covid concerns.
- Matt attended the Connecticut Library Association meeting.
- Stephanie, the current Library aide, is interested in an internship at the Library for her Library certification program.
- Circulation for November 2021 was down 25%.
- Wednesday Walks with Toddlers continues.
- Book discussion, trivia and Dungeons and Dragons have moved on-line.

Youth Services Librarian Report: Maggie Gaier reported (by email)

- Juvenile picture books are the highest circulation statistic and we have had an excellent team effort to keep multiple displays stocked within our small space.
- There are no indoor programs scheduled at the Library for December 2021 and January 2022. Poetry has been moved to Lyman and Turtle Time adapted to Facebook Live.
- Pop-up Outdoor Play with Big Blue took place outside on a sunny but windy day.
- Holiday take-and -make crafts continue to be popular (wooden puzzle, snowflake luminary, beaded wreath, snowflakes to decorate and make your own button).
- Upcoming programs include terrariums, blackout poetry, tiny art show on mini canvases to be displayed at the Library.
- Zoom Opera workshops, cartooning and DND continue, homeschool STEM adapted for Zoom.
- Patrons with birth to 3 have requested outdoor programs continue for socialization and Bundled Babies (Read, Rock and Rhyme adaptation) starts in January 2022 with teen volunteer support.
- Windows and Doors bookclub for teens and adults starts in February 2022.
- Seeds on the Green, a free seed bank coordinated by Plant People will be held in 2022.

Sub-committees/Special Committees:

- Budget (Goba,Dinda, Nowosad, Hadyka): Meetings to be scheduled for January 2022.
- Personnel (Knudsen, Dinda, Weinstein, Kersey): no activity
- Bylaws (Nintean, Knudsen, Weinstein): no activity
- Building Committee
  - Working on installing the elevator and electrical; all windows are in and the building is weather-proof, masonry work started.
  - The archeological find will be covered in clear sand and landscape fabric for preservation in the event there is interest in the future for further study
  - Work is 40% completed

### On-going Reporting

- Friends: December 8<sup>th</sup> party cancelled

### Unfinished Business

- Christine Hadyka will join the budget sub-committee

### New Business

Adjourned at 7:35 pm (motion by Berkley Nowosad/Suzanne Nintean). Motion carried with none opposed.

Next meeting scheduled for Thursday, January 20, 2022.