

Jonathan Trumbull Library
August 23, 2022
Regular Meeting – Board of Trustees
Community Multipurpose Room

Present: Janice Knudsen, Bill Goba; Guthrie Dinda; Suzanne Nintean, Eileen Weinstein; Cathe McCall; Berkley Nowosad; Maggie Gaier and Matt Earls

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

Minutes:

- Motion (Janice Knudsen/Eileen Weinstein) to approve the minutes of the June 28, 2022 meeting. Motion carried with none opposed.

Public Comment: No public comment

Librarian Reports:

Director's Report: Matt Earls reported.

- Budget details under Sub-Committee/Special Committees.
- Adult Programs: Not many held in the recent past to report about.
- Correspondence: We have received a donation with Kay Shannon's passing
- Friends of the Library: Activity coloring books.
- Meetings: Planning and Zoning is allowing the tent to be erected at Alden Tavern, which we hope do again next year as well.
- Grants: We need to wrap up our Summer Reading grant details. Scholarship winners were very pleased.
- Moving: Library has been fully moved into new building.
- Grand Opening: There were approximately 350 attendees at the August 20, 2022 event. Approximately 500 books were checked out on that day as well.
Motion (Eileen Weinstein/Guthrie Dinda) made to authorize the expenditure of up to \$500 to provide a thank you reception to all the volunteers and staff who assisted with the move from the Community Center. Motion carried with none opposed. Matt and Maggie to schedule (August 30, 2022 at 5:00 pm) and communicate to staff and volunteers.
- Volunteers: Plenty of volunteers.

Youth Services Librarian Report: Maggie Gaier reported.

- Amazing troupe of teen volunteers, specifically Caleb, Aliyah, Abby, Nora
- Teen Advisory Board forming to plan monthly programs under the umbrella of YSL.
- Grand Opening was a success!

- September programs include: Farm Jam, Homeschool Fridays (featuring ASL/Occupational Therapist, high school senior project Pollinator Garden), RR&R, Cozy Read Aloud, Chess and Magic, Teen Tuesdays, Houseplants, Date with 398s, Special Needs Playgroup, Family ASL, Tiny Yogi.
- Great collaboration between LES and JTL.
- Poetry Out Loud 22-23 season, x-block at Lyman on Fridays and afterschool club at JTL.

Sub-committees/Special Committees:

- Budget (Goba, Dinda, Nowosad, Hadyka): Matt Earls reported. FY 2022 ended (June 30, 2022) \$24,245 under budget. We have received the bill for utilities at the Community Center. For FY 2023, all staff will be encouraged to participate in staff development. \$24,245 will be returned to the Library's fund except that portion from the Mary Adams Trumbull Trust (approximately \$10,000) which should be returned to restricted funds. Matt to follow up with Hayley Wagner regarding the process for that transfer. The restricted funds can only be used to purchase lendable materials and cannot be used for operational expenses. Matt will inquire regarding use of those funds for staff development.
- Personnel (Knudsen, Dinda, Weinstein, Kersey):
Motion (Suzanne Nintean/Berkley Nowosad) made to extend deadlines to 11/30/22. Motion carried with none opposed.
- Library looking to fill a position for program substitute.
- Bylaws (Open, Nintean, Knudsen, Weinstein): no report
- Building Committee: Cupola to be delivered imminently. Matt to request automatic door opener for children's library outside entrance for ADA access. Matt to request to install a bench near the front entrance, handrail on the ramp and a bumper/curb for the ramp. Matt to contact Senior Center regarding wheelchair to have available.

On-going Reporting

- Friends: Book Sale to take place September 23 – 25, 2022.

Unfinished Business

New Business

- Community Multipurpose Room use policy to be developed by the Bylaws Sub-committee. To meet on 10/25/22 at 6 pm prior to the regular Board of Trustees meeting.

Adjournment: **Motion (Guthrie Dinda/Berkley Nowosad) made to adjourn at 8:13 pm. Motion carried with none opposed.**

Next meeting scheduled for Tuesday, September 27, 2022.