

Jonathan Trumbull Library
March 28, 2023
Regular Meeting
Library Board of Trustees
Community Multipurpose Room

Present: Janice Knudsen, Guthrie Dinda; Suzanne Nintean; Christine Hadyka; Cathe McCall; Eileen Weinstein; Maggie Gaier and Linda Wallace

The meeting was called to order at 7:00 pm by the Chair, Cathe McCall.

Public Comment:

Minutes:

- Motion (Guthrie Dinda/Eileen Weinstein) to approve the minutes of the February 28, 2023 meeting with two corrections as noted. Motion carried with none opposed.

Librarian Reports:

- Interim Director's Report: Linda Wallace reported:
 - Bills are up to date with payment; Payroll is up to date; copier is being serviced. Also confirming terms of copier service contract with vendor.
 - A request to use the Community Multipurpose room has been received from "Hope After Loss" support group. Request was to reserve a meeting room every three weeks. Current policy states groups can request the meeting space once per month and regularly scheduled meetings are not allowed. Policy also states room is available for "Lebanon community groups". Linda will contact requestor and suggest contacting community churches or Town Hall for available spaces. Maggie Gaier reviewed draft process for room reservation requests that will be handled on-line through a link on the Library's website.
 - Definition of "Lebanon community groups" will be reviewed during annual Bylaws review. The policy language and form will also be added to the Bylaws during the annual review.
 - Linda extended her thanks for the support the staff have given herself and Julie Culp during this transition phase.
- Youth Services Librarian Report: Maggie Gaier reported.
 - Transition to Interim Directors proceeding.
 - Landscape planning has begun with Tom and Don.
 - Pre-K field trip was a success with 70 children attending. There was a huge sense of pride for the regular Pre-K patrons to visit and orient everyone to the space, especially the trains and Marcel.
 - New volunteers have come in from Horizons, Project Genesis and Lyman students. The volunteers have helped with shelving books, watering plants, tidying up, etc.

- Maggie will not be attending NELLs this year as she was waitlisted but will consider attending next year.
- There has been an incredible turnout for recent events with a spotlight on the Irish Step Dancing on St. Patrick's Day as that event was standing room only. Plans to move that event to Lyman's Auditorium for 2024.

Sub-committees/Special Committees:

- Budget (Goba, Dinda, Nowosad, Hadyka):
- Personnel (Knudsen, Dinda, Weinstein, Kersey):
See "Director Search Update:"
- Bylaws (Open, Nintean, Knudsen, Weinstein):
 - Annual Bylaw review meeting scheduled for Thursday, April 13, 2023 at 5:00 pm in Children's Library space.
- Building Committee (Nowosad, McCall, Earls):
 - Cathe McCall reported original landscape design to be revised. Original plan called for native plants, bushes, bee balm and a large tree. Revised plan will allow for reduced maintenance and upkeep as well as less expensive plantings.
 - There are still a few cosmetic items and furniture deliveries outstanding for the Library project.

On-going Reporting

- Friends of the Library: The Friends Fundraising Concert to benefit the pollinator garden was held Sunday March 26, 2023 with over 80 attendees and raised \$760.00.

Unfinished Business

- Director Search Update:
 - Ads for all schools, local libraries, Connecticut Library Consortium and the Town website have been placed and are live.
 - There is a link on the Library's website to the Director's page which contains more information for potential applicants.
 - Next meeting of the Search Committee is Thursday, March 30, 2023.

New Business

- Leadership Training for Children's Librarian (NELLs):
 - Maggie will not be attending this year and will consider attending next year (April 2024).
- ACLB Conference:
 - Maggie will not be attending this year but (2) staff members will attend for (2) days as previously approved by the Board.
- Staff Training:

- The Library will open (1) hour late on April 20, 2023 to allow for staff training on the various apps used by the Library (Hoopla, Libby, Kanopy and Acorn).

Adjournment: Motion made to adjourn at 8:07 pm. Motion carried with none opposed.

Next meeting scheduled for Tuesday, April 25, 2023.