



Jonathan Trumbull Library

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Jonathan Trumbull Library
September 17th, 2019
Regular Meeting – Board of Trustees
Lebanon Town Hall

Present: Cathe McCall, Maureen McCall, Mary Withey, Berkeley Nowosad, Eilleen Weinstein, Bill Goba and Library Director Matt Earls

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

Minutes to the September 19th regular meeting – Motion (Mary Withey/Berkeley Nowosad) to accept the minutes as presented. The motion passed with two abstentions.

Correspondence – Matt received a letter from the Chamber of Commerce (Waterford) with an invite to a breakfast at the Norwich Holiday Inn on Wednesday November 20th. The 2019 Social Service awards will be presented. Anyone interested is welcome to attend.

The deadline for the request to the HTA Trust is November 15th. Matt intends to ask for monies for programming.

Director's Report – Matt reported.

- Budget – Matt presented the latest figures. The first quarter expense reporting is not yet complete and the interest from the Mary Trumbull Adams fund has not shown on our statements from the Finance office for six months. Matt will be working with them to determine why.
- Personnel – Fran McGrath was hired to compensate for Linda's absence. She is working with Claire on the children's programs. Linda is doing some ordering from home and looking over what Matt has been ordering. Kathy has not been feeling well and has swapped some hours with Claire which works well for both. The staff has been having short meetings, called 'fleetings' every morning so that everyone is made aware of what is happening that day.

- Book Sale – The two weeks that the activities were curtailed due to the book sale made a difference in the total number of participants in attendance at events. Matt would like to at least get a tally of the number of volunteers who worked for those three days as well as the number for the Book Brigade. There were 30 attendees on Friday.
- Supplies – Kent Rice delivered another book cart this week.
- State Library Report – due November 15th.
- Circulation – August and September numbers are missing the electronic material figures. It was suggested that Matt keep two counts each month, one for physical materials loaned and one for electronic materials. These numbers could be telling and useful when working on a strategic plan for the Library.
- Program Highlights – The *Job Search Work Group* did not do well but is a program that is worth keeping going forward. It is a worthy service for the community. The upcoming first Tuesday movie is a WWI movie with actual footage from the war. Author Heather Webb will be leading a discussion on her novel on November 12th.
- Upcoming events:
 - Marge Nichols – *Life in Thailand* – Tuesday October 22nd
 - Author Liz Mugavero book reading/discussion – Thursday October 24th
 - Yoga & Meditation – Monday October 28th and November 25th
 - *Witchcraft in Colonial Connecticut* – Tuesday October 29th
 - Halloween at the Library – Thursday October 31st – ALL DAY
 - *Job Search Work Group* – Mondays November 4th, 18th and 25th
 - *Hot Chicks with Sticks* – Mondays November 4th and 18th
 - First Tuesday Film – “*They Shall Not Grow Old*” – Tuesday November 5th
 - Dr. Bizilj on Lyme Disease – Tuesday November 5th
 - *Woodstock 50th Anniversary* with Craig Harris – Thursday November 7th
 - Film Series with Joy – “*Hearts Beat Loud*” – Tuesday November 12th
 - Book Discussion Group – *Last Christmas In Paris* – Tuesday November 12th
 - Author Heather Webb – discussion on her epistolary novel set during WWI
 - Game Night – *Settlers of Catan* – Thursday November 14th
 - Bill Dougal – *Mill-Made Serenade* – Thursday November 21st
 - *Holiday Craft Time* - Saturday November 23rd and 30th
 - *Thanksgiving Craft Fest* – Tuesday November 26th
 - *First Tuesday Film* – “Yesterday Tuesday” – December 3rd

Young People’s Director’s Report – In Linda’s absence, Matt distributed the list of programs for the upcoming month, some of which overlap those above. It includes the usual: *Time for Stories* on Mondays, *Homeschoolers program* on Mondays, *Dungeons and Dragons* on Tuesdays and Saturdays, *Read, Rock & Rhyme* on Wednesdays, and *LEGO Robotics* on Wednesdays. Additionally, scheduled are *JTL Nutmeg Book Group* on October 23rd, *Jack-O-Lantern* craft on October 26th, *Tommy James Halloween Magic Show* on Tuesday October 29th, *Read a book with a Firefighter* and see a firetruck on Wednesday October 30th at 10:30, *Museum of SECT* – Animals on November 2nd, *Chess Club* on 1st and 3rd Tuesdays, *Lego*

Building on 1st Wednesday, ***Magic the Gathering*** club 2nd and 4th Tuesday and ***Meet the Author*** – Christine Bialczak on Saturday November 11th.

Pastor Scott Schuett will read the firefighter book and bring the firetruck.

Proposed 2020 Trustee Regular Meeting Schedule – Cathe presented the following list that was approved. Cathe will post with the town.

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

Nominating Committee – Maureen and Eileen agreed to be on the nominating committee and will meet at 6:50 before the next meeting on November 21st to nominate a chair, vice-chair and secretary for election at the regular meeting.

Bylaws – Nothing to report

Budget – Nothing to report

Building Committee – Berkeley reported that the architect brought a set of plans much like the original with some improvements. The building committee then made suggestions for some possible changes.

Personnel – the subcommittee reported that Director Evaluation was presented.

Mary Withey was thanked for her service. Tonight is her last meeting.

Unfinished Business – None

New Business – None

Hearing no other business, motion made (Maureen McCall/Mary Withey) to adjourn at 8:00. The motion passed unanimously.

Respectfully submitted,
Maureen D. McCall, Secretary