



## *Jonathan Trumbull Library*

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[www.lebanonctlibrary.org](http://www.lebanonctlibrary.org)

Jonathan Trumbull Library  
January 21<sup>st</sup>, 2021  
Regular Meeting - Board of Trustees  
Zoom Meeting

Present: Cathe McCall, Maureen McCall, Berkeley Nowosad, Bill Goba, Heidi Worthington, Janice Knudsen, Michelle Kersey and Eilleen Weinstein and Library Director Matt Earls and Young Person's Librarian Maggie Gaier.

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

Minutes to the November 19<sup>th</sup> meeting - Motion (Heidi Worthington/Eilleen Weinstein) to accept the minutes as presented. The motion carried unanimously.

### Directors' report:

- Library closed in December with only curbside patronage available. If interested in getting books, it is best to call two hours after opening as the first two hours are very busy.
- Circulation is back down to May levels as patrons can't come in and browse for materials.
- Patrons continue to enjoy Trivia (50 attendees) and the Book Discussion group (23 attendees) is still meeting.
- With the lull, Maggie has been busy cleaning/weeding downstairs and has removed materials that have not been taken out in five years.
- *Make and Takes* continue to be a hit and links are passed on for projects that patrons find enjoyable such as air plants, quilling, yarn hats, snowman ornament, escape rooms, etc.
- Another Zoom account has been set up for the book discussions which are done on Tuesdays.
- The State Connectivity Grant of \$26,000 has been used to purchase a new tent, furniture, computers and other necessary items that will be also used in the renovated library.

- Zoom discussion - 'bombers' are being weeded out by making it necessary for patrons to register or to call for a password to specified sessions.
- The mice in the attic are being dealt with.
- Dylan Waddington has left and a new program coordinator will be sought once the library is open again.

#### Young People's Library Report

- Maggie is experimenting with what programming looks like in a pandemic.
- Some Zoom programs are being pre-recorded and put on Facebook.
- From December 1<sup>st</sup> to today, 137 *Make and Take* kits have been picked up and 80 new Snowflake Friends are available and expected to disappear rapidly.
- Three independent contractors are running Zoom-based programs. Bill Dougal continues to draw families for cartooning and Lizzy Hayes is finishing up an 8-week session of Joyful "Opera-tunities" with three families where they wrote two songs for their hungry puppy opera. Look for video clips on Facebook. The Dungeon Master, Ivan Podgwaite, runs campaigns on Saturdays and Sundays. A new campaign starts in February and advertising will be done in the Middle and High School to draw new participants.
- The entire staff is working together to keep things moving and are making the best of the situation.
- Wildcroft Storytime drew less participants in December than it did in November but there were 68 post clicks/views to the prerecorded Storytime on Facebook. Come spring, she hopes to record outside.
- She is reading a novel on Saturday mornings, *Ariel with Your Cereal*. The book is *The Language of Spells* and she will continue sessions until the book is completed.

#### Sub-Committees:

Bylaws - The personnel pages have been updated. Nothing else is expected to be necessary this year.

Budget - Matt first addressed the quarterly numbers. Savings have been realized in salaries in that there has been little need for subs during shutdown and having no Young People's Librarian for the month of October. Less printing is being done since patrons can't come inside. Utilities are about \$800 a month and we are still under budget on that. Matt has made some purchased under the grant and has lots of cleaning supplies on hand now. Only about 25% of the Young People's budget has been spent so Maggie has lots available. No fines are being levied but patrons have been making donations. The Mary Trumbull Adams Book Fund is doing well. There is still a large amount in capital that needs to be spent as well. We have not spent as much as we might in programming but will be able to once we are in person again.

Matt presented the 2021-2022 budget as recommended by the Budget Subcommittee. The Board of Finance asked that we keep the increase to 1.5% increase. Note that Matt's hours have been increased from 32 hours to 40 hours weekly, reflecting the hours he has actually been working. Insurance and pension amounts have increased. Motion (Maureen McCall/Michelle Kersey) to adopt the proposed budget as presented of \$369,752 with a town appropriation of \$302,961 for the 2021-2022 fiscal year. The motion carried unanimously.

Personnel - Nothing to report

Trust Fund - Nothing expected until March.

Building Committee - Matt said that the bids are out and coming back on Monday. Then there will be a walk-through. After discussions, the builder will be selected. Both of the two separate \$1,000,000 awards will still be honored. The parking plans allow for about 25 spaces. The next step will be to move the library to its temporary location. The staff will scan all books that will not be taken and pack them for storage. Jim Russo will be writing up a proposal for a moving company to move all of the selected books and shelving to the Community Center, and the stored books and furniture to a temporary location. There was talk of a late April/May time frame.

Friends - Have not met.

Unfinished Business - Nothing to discuss.

New Business - Several things for the board to keep in mind for future discussion: 1) perhaps we should have a five-year strategic plan for the library and include spending the accumulated capital (perhaps what is should not be spent on) and 2) what else we might envision for the area around the library (the architect is only responsible for the building and five feet around it) keeping in mind that the Lebanon Historical Society would have oversight on that.

Hearing no other business, motion made (Berkeley Nowosad/Eilleen Weinstein) to adjourn at 7:59. The motion passed unanimously.

Respectfully submitted,  
*Maureen D. McCall, Secretary*