



## *Jonathan Trumbull Library*

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Jonathan Trumbull Library

July 15<sup>TH</sup>, 2021

Regular Meeting - Board of Trustees

Town Hall Upstairs Conference Room

Present: Cathe McCall, Maureen McCall, Janice Knudsen, Eilleen Weinsteiger, Nancy LaBonne, Berkeley Nowosad, Heidi Worthington, Bill Goba, and Michelle Kersey and Library Director Matt Earls and Youth Services Librarian Maggie Gaier.

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

Minutes - Motion (Michelle Kersey/Janice Knudsen) to approve the minutes to the June 17<sup>th</sup>, 2021 meeting. Matt gave an update that Dungeons and Dragons is being held on Thursdays at 2:00 P.M. Janice questioned the fact that we did not pass the May minutes. It was pointed out that at that time in the agenda, we did not have a quorum. It was also noted that the March minutes have not yet been approved. They will both be added to the August agenda. The motion passed with the correction noted and three abstentions.

Directors' report: Matt distributed a portion of his report and did a line-by-line explanation.

### End of Year Fiscal Report

- Currently we are in the black to the tune of \$23,663
- 93.01% of salaries were spent
- Miscellaneous Services was over budget, but that category is a catchall for expenses not attributable to other line items
- Pension was at 122.48% because Matt had done calculations based on 11.98% as he had been told instead of the actual 15.24%
- Equipment was over budget. Several standing desks were purchased and three book carts were also purchased
- Materials including books and videos were over budget but Hoopla use continues to grow so more was spent on that. Having the small space at the temporary facility, it is great to be able to do that.
- Materials - Children at 63.84% of budget - The adults take the hit for electronic materials
- Income - The stock market has been doing well and the income from the Mary Trumbull Adams Book Fund was about \$8,000 over last year. There is expected income of \$3,000 from the American Rescue Plan Act that

Matt is trying to obtain with Valerie's help. Revenue from fines was minimal since they were not being charged for most of the year.

- Grants - there is \$87 left in the Kraus Fund and \$900 in the Library Renovation Fund. The Hugh Trumbull Adams fund paid for all of the previous year's programs as well as those upcoming.

#### Correspondence

- ACLB will be publishing their newsletter online and Matt will be able to forward it to Board members.
- Anonymous mail was received regarding the face painter at a library event noting that person was probably not vaccinated and not wearing a mask. Since the event was outside, CDC, State and Town guidelines apply. Events will continue to be held outside.

#### Programs

- 91 programs held with 1,224 participants. 460 adult crafts went home and 58 did the online escape rooms.
- Adult Trivia is popular and still being held once a month
- Book Discussion continues
- Yoga on Saturdays are going well but not the Thursday session perhaps due to conflict with other events
- Friends of Jonathan Trumbull Library are collecting books for the upcoming sale
- Move - Library staff loves the new location and the fact that all materials are hand-picked so the best remain
- CT Library Association - Matt is the head of Resource Sharing
- Piano - has been tuned and Bertie Hawkins tried it out. There will be music programs, especially Christmas carols.

#### Facilities

- There are some electrical issues as one might expect with a building this old.
- There was a leak during Elsa but no books were damaged.
- The septic system backed up and had to be pumped twice.
- Three-fourths of the air conditioning works
- The town handyman and Director of Public Works has been on hand to help out with the above. The town crew took down the tent before the storm and had it back up for Monday morning for which we are thankful
- Shelving - ordered but delayed due to an accident. We are currently renting crates for the books slated for these shelves at \$9/day.
- Matt plans on having the library opened on Monday nights in the Fall. The cost will be \$1,410 and is covered in the budget.

Circulation - still on the low side but getting better and well over last year at this time.

#### Youth Services Director: Maggie reported

- Correspondence - a thank-you note from Donna was received for recognition event given in honor of her 25 years working at the library
- They are settled into their temporary facility and the pistachio walls work with everything in place
- Over 100 children have signed up so far for Summer Reading. *Tales and Tails* is the theme.
- Several programs were canceled due to thunder and lightning and the heat wave - they are communicating using Facebook. Feedback has been great. They are trying to develop a culture of reading.

- Three tutors are sharing the two spaces available.
- Volunteers are showing up again including four teenagers. They will play a key role looking forward to the Fall, acting as a teen advisory board for planning of Young Adult space.
- Programs:
  - Letterboxing take-and-makes - June 2021 - 60
  - Mystery Reader - 6/7/2021 - 18 attendees
  - Classic Read Aloud - 6/17/2021 - 12 attendees
  - SR Launch - games, etc. - 6/21/2021 - 46 attendees
  - DPNC ponds - 6/22/2021 - 25 attendees (lightning - sent patrons home)
  - Farm Tales #1 - 6/23/2021 - 18 attendees
  - ASL@JTL - 6/26/2021 - 13 attendees
  - Farm Jam - 7/2/2021 - 10 attendees
  - Mystery Reader - 7/5/2021 - 12 attendees
  - DPNC Backyard - 7/6/2021 - 26 attendees
  - Afternoon Building - 7/6/2021 - 15 attendees
  - ASL@JTL - 7/10/2021 - 5 attendees
  - Classic Read Aloud - 7/12/2021 - 9 attendees
  - Take-and-make pipe cleaner animals - 7/12/2021 - 37
  - Afternoon Building - 7/13/2021 - 14 attendees
  - Chess - 7/15/2021 - 4 attendees

#### Sub-Committees:

Bylaws - Nothing to report.

Budget - Great report from Matt earlier.

Personnel - Nothing to report.

Library Trust Fund - Nothing more to report.

Building Committee - The Golden Shovel event was held and the foundation has already been dug. They plan on completing the project in one year.

Friends - already reported

Unfinished Business - Eilleen reported on the Safety meeting that she attended. They asked for signage in front of the Community Center and there are no plans for ticketing.

Cathe extended thanks to the staff for the great job in the move and how wonderful the temporary location looks, and to Eilleen and Michelle for their work to make the celebration for Donna's 25<sup>th</sup> anniversary special. Berkeley asked that the Board talk about employee compensation. Cathe will add that to the August meeting if everyone feels that they will be available for the discussion in executive session.

New Business - Nothing to discuss

Hearing no other business, motion made (Maureen McCall/Nancy LaBonne) to adjourn at 7:57. The motion passed unanimously.

Respectfully submitted,  
*Maureen D. McCall*, Secretary