

Jonathan Trumbull Library
March 15, 2023
Special Meeting
Library Board of Trustees
Multipurpose Meeting Room

Present: Christine Hadyka; Cathe McCall; Suzanne Nintean; Michelle Kersey; Eileen Weinstein; Maggie Gaier; Berkley Nowasad; Janice Knudsen

Guests: Julie Culp; Linda Wallace

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

Review of Search Committee Activities:

- Synopsis of Search Committee activities to date given by C. Hadyka.
- Thanks extended to Allison Peterson who assisted with creation of the timeline/process steps.

Discuss and Act on Budget for Director Search:

- J. Culp reported progress on contacting colleges (URI, Simmons, SCSU) regarding job posting and contacting the Connecticut Library Consortium (CLC) regarding job posting. Anticipate posting position by 3/24/23 and these aforementioned organizations should post with no associated fee. Other suggestions included the American Library Association, and the library associations/consortiums in Rhode Island and Massachusetts.
- Link on Library's website established that will connect to more information about the Library for interested applicants.
- E. Weinstein reviewed the functionality and possible fees associated with job search engines such as LinkedIn, Indeed, Monster, etc. Most of these services charge a fee per application. This may be an option if the colleges, etc. are not providing applicants.
- Motion (M. Kersey/E. Weinstein) made to spend up to \$2000 for search activities related to the Library Director position. Motion carried with none opposed.

Discuss Library Needs, Challenges and Goals for the Short and Long Term:

- Comments from Matt's exit interview related to needs and challenges included:
 - IT contract (town or outside vendor) for maintenance of current hardware/software and identification and implementation of future needs
 - Building maintenance support
 - Updating current computer hardware and software to access latest technology
 - Program Director role or delegation of those responsibilities to someone other than the Director
 - Increased knowledge of endowment funds available and maximizing this generous materials budget
- Comments from the Board that would assist in guiding choice for Director:
 - Keeping with technology for patrons and developing and maintaining employee trainings to provide assistance for patrons (i.e. Hoopla, Libby, Acorn)

- Developing a continuing education program for all staff
- Develop and promote community based programs
- Increase communication to patrons regarding opportunities throughout the entire Lebanon community, not limited to Library programs
- Repair community relations as some members now feel unsafe/unwelcome in the Library
- Foster communication participation and feedback
- Collaboration/unity between youth and adult spaces
- Strategic plan for Library
- Increased volunteer recruitment
- Reinvigoration of the Friends of the Library
- Respond to and communicate with staff to meet their needs
- Develop a “maker space”

Adjournment: Motion (M. Kersey/E. Weinstein) made to adjourn at 8:40 pm. Motion carried with none opposed.

Next regular Board Meeting scheduled for Tuesday, March 28, 2023.