

CHAPLIN PUBLIC LIBRARY
Board of Trustees Meeting
Chaplin, Connecticut
Meeting Minutes
May 17, 2010

Chairperson Helen Weingart called the meeting to order at 7:00 PM. Board members present were Rebecca Stockdale-Woolley, June Rose, Sharyn Rusch, Linda Rogers and Anne Sicilian. Others present was Library Director Jessica Jahnke. Unable to attend were Board members Dianne Beer, Betty Urban and Bill Jenkins.

3. **ADDITIONS TO AGENDA:** None

4. **AUDIENCE FOR CITIZENS:** None

5. **APPROVAL OF MINUTES: March 15, 2010**

Motion to approve the minutes of March 15, 2010, was made by Anne Sicilian with the following correction: Item #6C should read – She also asked to be the Library liaison for the School Readiness Council. *The motions was seconded by Sharyn Rusch and carried with abstentions by Sharyn Rusch, June Rose and Linda Rogers.*

6. **REPORTS:**

A. **Director's Report:**

Circulation for the month of March was 701. Circulation for March 2009 was 643.

Fiction 204	Juvenile Fiction 160	Audio 24
Non-Fiction 54	Juvenile Non-Fiction 37	Video 45
Periodicals 6	CDs 4	DVD 167

March - 512 patrons, open 15 days with an average of 34.15 patrons a day.

Circulation for the month of April was 520.

Fiction 163	Juvenile Fiction 124	Audio 22
Non-Fiction 39	Juvenile Non-Fiction 21	Video 30
Periodicals 2	CDs 4	DVD 115

March - 455 patrons, open 16 days with an average of 28.5 patrons a day.

The Book Sale held in April raised \$687. Thanks to all the volunteers and children that helped setup for the sale.

There was a great turnout (over 50 people) for the "Danny Magic" program held during February vacation. There are plans to do another children's program during the summer.

Jessica Jahnke requested \$200 for the Summer Reading program.

Motion to approve \$200 expenditure for the Summer Reading program, was made by Sharyn Rusch, seconded by Linda Rogers and carried unanimously.

"Make a Splash" kicks off on June 21st.

A Butterfly program will be held by Juan Sanchez in July.

Discussion was held regarding approval to purchase books during the budget freeze. Helen Weingart will check on budget request form that needs to be submitted to the Board of Finance.

B. Board Chair Report:

Cropley Nurseries is drafting a proposal for landscaping that includes trimming or removal of a tree that is growing over the roof.

Information on the Tag Line will be presented at the next meeting.

Information was presented on the state statute regarding grant funds. It is clearly outlined that grants funds may be used for General Library purposes including operating expenditures, construction, salaries and Professional Development. It cannot be returned to the General Fund and must be spent within two years.

C. Board Members Report:

Linda Rogers reported that Preschool parents might be interested in a ½ price Scholastic Book Sale by the Chaplin PTO that will be held the first week in June.

Anne Sicilian suggested an activity for older children be held during the Story Hour presented by Sandy Dunnack for toddlers through School Readiness. June Rose has volunteered to help. Mrs. Sicilian also presented information on the Literacy Bags through the Discovery Group.

7. OLD BUSINESS/NEW BUSINESS:

A. Information on Library Hours:

Jessica Jahnke presented recommendations for Library Hours to be the following:
Monday 10-6, Wednesday 10-2, 2-8; Friday 2-6, Saturday 10-1.

Motion to adjust Library Hours beginning July 1st recommended by the Library Director, was made by Linda Rogers, seconded by Sharyn Rusch and carried unanimously.

The Assistant Librarian will reduce hours as of July 1st. Jessica Jahnke will present justification to increase hours for the Library Director for the next meeting.

B. Library Tag Line:

Information will be presented at the next meeting.

8. CORRESPONDENCE:

A letter was received regarding the state statute for grant funds.

An emergency plan poster was received from Emergency Management showing where to obtain commodities. The Library is designated as an emergency shelter.

9. AGENDA ITEMS FOR NEXT MEETING:

- Investigating Duties and Hours of Operating Library
- Library Tag Line

10. ADJOURNMENT:

The meeting adjourned at 8:24 PM.

*Respectfully submitted by Kathleen Scott
Recording Secretary*