

**CHAPLIN PUBLIC LIBRARY**  
**Board of Trustees Meeting**  
**Chaplin, Connecticut**  
**Meeting Minutes**  
**March 15, 2010**

**Chairperson Helen Weingart called the meeting to order at 7:04 PM. Board members present were Dianne Beer, Betty Urban, Rebecca Stockdale-Woolley, Bill Jenkins and Ann Sicilian. Others present was Library Director Jessica Jahnke. Unable to attend was Board members June Rose, Sharyn Rusch and Linda Rogers.**

3. **ADDITIONS TO AGENDA:** None

4. **AUDIENCE FOR CITIZENS:** None

5. **APPROVAL OF MINUTES: February 16, 2010**

*Motion to approve the minutes of February 16, 2010, was made by Bill Jenkins with the following correction:* Item #7D should read – Sharyn Rusch reported on snow removal for the town hall during the previous administration. *The motion was seconded by Dianne Beer and carried with one abstention by Ann Sicilian.*

6. **REPORTS:**

**A. Director's Report:**

Circulation for the month of February was 517.

Fiction 126	Juvenile Fiction 122	Video 13
Non-Fiction 59	Juvenile Non-Fiction 19	DVD 146
Periodicals 6	CDs 3	Audio 23

Circulation for February 2009 was 626.

February had 448 patrons with an average of 34.4 patrons a day.

“The Birds of Prey” program was well attended (54 people) with patrons providing baked goods. Kitty LeShay did a front page article in the Reminder News on the program.

The “Danny Magic” program will be held on April 21<sup>st</sup> at 7:00 PM during school vacation.

A \$100 donation was received from Chaplin Elementary School for “Dress Down Friday” and deposited into the Special Revenue account.

The Budget is frozen for non-essential expenditures. The Board of Finance suggested that a new line item be created for IT support (was previously included with equipment maintenance) and to resubmit the budget.

The Accountant expressed concerns with the state aid grant (approximately \$1,350 a year) being deposited into the Special Revenue account instead of the General Fund. Jessica Jahnke presented statute that clearly states funds can only be used for the library

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and cannot revert to the General Fund. The only stipulation is the funds must be spent within two years. A copy of the statute will be sent to the Board of Finance.

**B. Board Chair Report:**

Helen Weingart will arrange a meeting with a gardener for the May program and ask to look at landscaping to recommend plantings.

There will be an Educator's Table at the Book Sale on April 10<sup>th</sup>. The cafeteria has been reserved at the Senior Center.

**C. Board Members Report:**

Ann Sicilian asked about the Literacy Garden that was a great project for students but did not include plans for upkeep. She also asked to be the Library liaison for the School Readiness Council since Sharyn Rusch is involved with the Discovery Group.

Sharyn Rusch, Rebecca Stockdale-Woolley and Patrick Pothier helped to sort books for the Book Sale.

Dianne Beer reported that the Personnel Committee will be sending out evaluation for comments and a meeting will be held to review the evaluation with the Library Director.

**7. OLD BUSINESS/NEW BUSINESS:**

**A. Review Statutes for Bylaws:** Covered at the last meeting

**B. Brainstorm Library Motto:**

Ann Sicilian presented suggested Tag Lines from a library website including:

- Community
- Imagination
- Passport to the World
- Information
- Expand your mind, Explore your library
- No boundaries/no limits, know your library
- A world of ideas and imagination
- Enjoyment
- Connections
- Free books all the time
- Explore

The Board selected "Expand your mind, Explore your library". A logo will be created for the tag line. Ann Sicilian suggested using a part of the Library building such as the arched window. Helen Weingart will check to see if there is a trademark for the tag line.

**C. Discuss Library Hours:**

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Discussion was held regarding shortening Saturday hours and opening in the morning during the week, possibly on a Monday when the Senior Center is open. Jessica Jahnke will do another survey, check on the current number of patrons and check with other Libraries for their Saturday hours.

**D. Friends of the Library Update:**

Jessica Jahnke will work on organizing Friends of the Library after the Book Sale and programs. Interested patrons will be asked to help with the Book Sale and other activities.

**E. Review Bylaws:** Covered already

**8. CORRESPONDENCE:**

An email was received from Sharyn Rusch with a correction to the minutes of February 16, 2010.

**9. AGENDA ITEMS FOR NEXT MEETING:**

- Information on Library Hours
- Library Tag Line
- Friends of the Library (for the June agenda)

**10. ADJOURNMENT:**

The meeting adjourned at 7:47 PM.

*Respectfully submitted by Kathleen Scott  
Recording Secretary*