

CHAPLIN PUBLIC LIBRARY
Board of Trustees Meeting
Chaplin, Connecticut
Special Meeting Minutes
February 26, 2018

Chairperson Eunice Edelman called the meeting to order at 6:05 PM. Board members present were Leslie Ricklin, Diane Cox, and Alan Burdick (arrived late). Also present was Library Director Sandra Horning. Unable to attend were Board members Kelly Pothier and Bill Jenkins.

3. APPROVE MINUTES OF January 22, 2018:

Motion to approve the minutes of January 22, 2018, was made by Leslie Ricklin, seconded by Alan Burdick, and carried unanimously.

4. ADDITIONS TO AGENDA: None

5. CORRESPONDENCE: Association of CT Library Boards letter, Friends newsletter

6. REPORTS:

A. Director's Report:

- Physical Circulation for the month of January was 895, with 419 items checked out. Electronic circulation was 71.
- The Lutz exhibit came down at the end of January.
- Statistics for the last 6 months show 2,084 people have visited the library, an increase of 454 over the same period last year. 2,139 items have been checked out, an increase of 894.
- Kitty LeShay wrote a great article on Take Your Child to the Library Day for the Courant's Community Pages.
- The Cookbook event with Rob Landolphi went well.
- Flyers have been made for the Joshua Trust's Orchid talk on March 21st.
- QC Reads has announced The Other Einstein as the book for this year. There will be a book discussion at our library in April or May.
- The OPEN flagpole has been installed and is up.
- The town has switched to Amerigas for propane, but Osterman is still coming to the library. The town has been notified of the problem.

B. Board Chair Report: No Report

C. Board Members Report: No Report

7. OLD BUSINESS/NEW BUSINESS:

A. Annual Report Review for 2016-2017

Report discussed. Leslie Ricklin suggested adding statistics in future annual reports.

Motion to approve the Annual Report was made by Leslie Ricklin, seconded by Alan Burdick, and carried unanimously.

B. Update on Budget Proposal for 2018-2019

There have been 2 BOS executive sessions that have discussed the Librarian Assistant wage increase. The Selectman said he would be in touch with the Library Director about a meeting to discuss it. Sandra Horning and Eunice Edelman will be presenting to the Board of Finance tonight.

8. AGENDA ITEMS FOR NEXT MEETING:

- Budget Update
- Policy for Fines
- Cupboard in the Ross library
- Handicap Access
- Maypole Festival

9. ADJOURN:

Motion to adjourn (6:45 PM) was made by Alan Burdick, seconded by Leslie Ricklin and carried unanimously.

Minutes will be approved at the next regular meeting.

*Respectfully submitted by Sandra Horning
Library Director*