

**CHAPLIN PUBLIC LIBRARY**  
**Board of Trustees Meeting**  
**Chaplin, Connecticut**  
**Meeting Minutes**  
**February 24, 2014**

**Vice Chairperson Victor Boomer called the meeting to order at 7:09 PM. Board members present were Anne Sicilian, Alan Burdick, Linda Rogers, William Jenkins and Sandra Horning. Also present was Library Director Jessica Jahnke. Unable to attend were Board members Kelly Pothier, Rebecca Stockdale-Wooley and Anne Marie Charland.**

**3. MINUTES FROM THE PREVIOUS MEETING, ADDITIONS/CORRECTIONS:**

*Correction to the minutes from 1/20/2014: "Was" should be changed to "were" in first paragraph. Motion to approve the meeting minutes of January 20, 2014, was made by Bill Jenkins, seconded by Sandra Horning and carried unanimously.*

**4. CORRESPONDENCE:** None

**5. AUDIENCE FOR CITIZENS:** None

**6. ADDITONS TO AGENDA:** None

**7. REPORTS:**

**A. Director's Report:**

- Circulation for the month of January was 416. There were 416 walk-ins, open 16 days with an average of 22 people per day.
- The Valentine's Day "Love Your Library" celebration was well attended, with over 30 attendees.
- Budget Update- We are currently under budget in every line, with the exception of fuel, which we are currently over by \$161.29. We are looking at various ways to manage excessive heating costs, including readjusting the thermostat to keep the library cooler and regulate the temperature more effectively, the possibility of conducting an energy audit and the installation of cellular blinds to create more insulation. The budget for the FY 2014-2015 reflects an increase of \$5,000 to accommodate rising heating costs.
- The Library board discussed the USDA rural development loan received by the town for the renovation of the library in 2000.

**B. Board Chair Report:** No Report

**C. Board Members Report:** Victor Boomer shared information from the BOS regarding the Library Director Merit raise.

**D.**

**8. OLD BUSINESS/NEW BUSINESS:**

**A. Budget Review:**

The library director shared the proposed FY 2014-2015 Library Budget.

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

- Substitutes
- Window Blinds
- Merit Raise
- Landscaping

**ADJOURN:**

The meeting adjourned at 8:37 PM.

Minutes will be approved at the next regular meeting.

*Respectfully submitted by Jessica Jahnke*