

**CHAPLIN PUBLIC LIBRARY**  
**Board of Trustees Meeting**  
**Chaplin, Connecticut**  
**Meeting Minutes**  
**June 20 2016**

Chairperson Victor Boomer called the meeting to order at 6:32 PM. Board members present were Alan Burdick, Eunice Edelman, Sandra Horning, Rebecca Stockdale-Woolley and Kelly Pothier. Others present was Library Director Jessica Jahnke. Unable to attend was Board member Bill Jenkins.

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

*Motion to approve the February 22, 2016 minutes, was made by Alan Burdick, seconded by Sandra Horning and carried with one abstention by Rebecca Stockdale-Woolley.*

**4. CORRESPONDENCE:** None

**5. AUDIENCE FOR CITIZENS:** None

**6. ADDITONS TO AGENDA:**

- Summer Meetings:  
Discussion was held regarding meeting in July and August.
- Board member resignation:  
Victor Boomer was notified that Catherine Dietrichsen has resigned from the Library Board and was advised to submit resignation in writing to the Town Hall for it to become official.

**7. REPORTS:**

**A. Director's Report:**

- Circulation for the month of May was 520 with 256 walk-ins.
- Summer Reading will kick off on June 29<sup>th</sup> with the Creature Teacher program.
- In-house programs will include: Fairies and Trolls, Ready Set Grow (grass head planters) and Reading Olympics with an Ice-cream Social.
- Thanks to Eunice Edelman for her work with the CT Author's Trail. Author Dr. LaGuardia will be at the Library on August 31<sup>st</sup>.
- The Library is losing free internet due to state budget cuts. The CIPA (Childrens Internet Protection Act) requires an internet Safety Policy to obtain funding with an E-rate program to subsidize the cost. The Library must then hold a Public Hearing to address filtering concerns. Alan Burdick suggested the Policy be reviewed by the Town Attorney.
- The Library Director will be on vacation from July 9<sup>th</sup> -16<sup>th</sup>. Kitty LeShay will cover the vacation except on Monday, July 11<sup>th</sup> from 4-6pm. The Board was asked and approved closing early on July 11<sup>th</sup>.

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

**C. Board Members Report:**

Sandra Horning expressed concerns regarding a conflict of interest complaint with her working in the Library and being a Library Board member. She will submit an FOI Request regarding this matter. The 1<sup>st</sup> Selectman is waiting for clarification from a labor attorney.

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

**A. Library Sign Update:** None

**B. Status of Members and Vacancies:**

An ordinance was passed at the town meeting to reduce the number of Library Board members from 9 to 6 (reduced one per year over the next three election cycles). Alan Burdick asked when the number of members needed for a quorum will change. Victor Boomer will follow-up with the town attorney as the ordinance takes effect 15 days after publication. There are now two Board vacancies with the resignation from Catherine Dietrichsen. Helen Weingart has volunteered to fill a vacancy until the next election.

**C. Library Volunteers:**

A Chaplin resident is volunteering at the Library to gain experience.

**D. Landscaping:**

Helen Weingart has been working on the garden beds at the Library. Bill Rose recommended a landscaper to work at the Library as well.

**E. Executive Session for Library Director Salary:**

***Motion to enter into Executive Session (7:11 PM) for the purpose of discussing Library Director Salary, was made by Alan Burdick, seconded by Rebecca Stockdale-Woolley and carried unanimously.***

The Board came out of Executive Session at 7:24 PM.

The Board of Selectmen declined request for merit raise and salary increase for the Library Director.

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

- Library Sign Update
- Status of Members and Vacancies
- Library Volunteers
- Landscaping
- Internet Access Policy
- CIPA Requirements
- Library Director Salary
- Discussion of FOI Request

The next meeting will be held on July 18<sup>th</sup>.

**10. ADJOURN:**

The meeting adjourned at 7:36 PM.

Minutes will be approved at the next regular meeting.

***Respectfully submitted by Kathleen Scott  
Recording Clerk***