

CHAPLIN PUBLIC LIBRARY
Board of Trustees Meeting
Chaplin, Connecticut
Meeting Minutes
September 21, 2015

Chairperson Anne Sicilian called the meeting to order at 7:03 PM. Board members present were Victor Boomer, Alan Burdick, Eunice Edelman and Sandra Horning. Others present was Library Director Jessica Jahnke. Unable to attend was Board members Linda Rogers, Rebecca Stockdale-Woolley, Kelly Pothier and Bill Jenkins.

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

Motion to approve the minutes of August 24, 2015, was made by Victor Boomer, seconded by Anne Sicilian 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 August was 692.
- The Library was open for 18 days with 401 walk-ins.
- A table was setup at the Chaplin Elementary Open House and 27 new patrons were signed up for Library cards. Jessica Jahnke would like to do more outreach with the school to showcase Library resources.
- The Playgroup will start this Wednesday. The program will be run by Cynthia Lovely and funded by CREW.
- A local farmer will run three sessions of farm to table with a cooking demonstration and recipes. The fall session will be held on October 17th, the winter session will be held on January 30th and the spring session will be held on May 14th. Each session will cost \$100.

B. Board Chair Report: No Report

C. Board Members Report:

Anne Sicilian reported that there are cabinets at a second hand shop that could be used for display cases.

8. OLD BUSINESS/NEW BUSINESS:

A. Performance Review:

The Board will enter Executive Session to discuss Performance Review.

B. Executive Session:

Motion to enter into Executive Session (7:14 PM) for the purpose of discussing Performance Review, was made by Alan Burdick, seconded by Victor Boomer and carried unanimously.

The Board came out of Executive Session at 7:27 PM.

Motion to approve Performance Review discussed in Executive Session, was made by Anne Sicilian, seconded by Sandra Horning and carried unanimously.

C. Changing Hours of Meetings-Feedback:

A change of meeting time needs to be posted for 30 days prior to change.

Motion to change start of Library Board of Directors meeting to 6:30 PM starting with the November meeting, was made by Alan Burdick, seconded by Victor Boomer and carried unanimously.

D. Hours of Employment for Assistant:

There are 10 hours for the Assistant with Sandra Horning covering three hours.

E. By-Laws:

Victor Boomer presented the ByLaws with revisions. The Board was asked to review for any revisions or recommended changes.

F. Story Hour Funding:

Covered under Director's Report.

9. AGENDA ITEMS FOR NEXT MEETING:

- Bylaws
- Special Revenue

10. ADJOURN:

The meeting adjourned at 7:57 PM.

Minutes will be approved at the next regular meeting.

*Respectfully submitted by Kathleen Scott
Recording Secretary*