

CHAPLIN PUBLIC LIBRARY
Board of Trustees Meeting
Chaplin, Connecticut
Meeting Minutes
May 19, 2014

Chairperson Rebecca Stockdale-Woolley called the meeting to order at 7:02 PM. Board members present were Victor Boomer, Alan Burdick, Sandra Horning and Kelly Pothier. Others present was Library Director Jessica Jahnke. Unable to attend was Board members Anne Sicilian, Linda Rogers, Anne Marie Charland and Bill Jenkins.

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

Motion to approve the minutes of April 21, 2014 was made by Victor Boomer with the following correction: Item #7A should read – Dr. Energy Saver advised not to purchase window blinds as there was too much energy loss in the building. The motion was seconded by Alan Burdick and carried unanimously.

4. CORRESPONDENCE: None

5. AUDIENCE FOR CITIZENS: None

6. ADDITONS TO AGENDA:

Motion to add to agenda Board Member Resignation as Item #8E, was made by Victor Boomer, seconded by Alan Burdick and carried unanimously.

7. REPORTS:

A. Director's Report:

- Circulation for the month of April was 493 with 40 E-books and videos.
- There were 551 walk-ins with the Library open 16 days, with an average of 34 per day.
- 34 PreK students with chaperones visited the Library on April 28th. 21 of the students received their first library card.
- The Energy Audit was approved by CL&P. Selectman John Smith was instrumental with recommended upgrades including: replacing exit doors, blown in insulation, lighting and motion activated sensors for thermostats.

B. Board Chair Report:

The Board of Finance approved half of the salary increase for the Library Director previously approved by the Board of Selectmen. The Board of Selectmen recommended a review of salaries and will pursue a comprehensive evaluation of salaries to ensure fairness and equality. Victor Boomer reported that the Town Clerk and the Senior Center Director make about the same salary. He expressed concerns with the town investing in equipment and not their employees.

C. Board Members Report: No Report

8. OLD BUSINESS/NEW BUSINESS:

A. Landscaping:

Helen Weingart will purchase evergreens for the garden beds. The Board would like evergreens that are low maintenance and low growth. Sue Pfeifer and her gardening group have worked on the Town Hall and gardens near the Post Office. They have done a beautiful job and will divide perennial flowers for planting at the Library.

B. Summer Programs:

Summer Reading will kick off soon. A flyer with schedule of events on the back will be sent home with students to promote the program. Six smaller programs including: geos & eggs and sharpie tie dyes will be held and run by Jessica Jahnke and Anne Sicilian. Kelly Pothier suggested keva blocks as well.

C. Surveys:

Jessica Jahnke is working on a generic survey and presented sample of questions. Suggestions were made to leave a copy of the survey at the following: the Library, the Town Hall, the Senior Center, online Google group, at Chaplin Elementary Open House, the Library programs and to students at the elementary school. The Garfield Survey provided by Linda Rogers is not related to library use.

D. Budget:

There is \$4,567 remaining in the budget with over \$2,000 in the books line item. Children's books will be purchased. Fuel is over budget \$5,760.

E. Board Member Resignation:

Victor Boomer presented a letter of resignation from Anne Marie Charland that will become official when received by the Town Clerk. Julia Cass is interested in serving on the Board.

Kelly Pothier left the meeting at 7:45 PM.

9. AGENDA ITEMS FOR NEXT MEETING:

- Board Vacancy
- Library Survey
- Landscaping

10. ADJOURN:

Motion to adjourn (7:47 PM) was made by Alan Burdick, seconded by Victor Boomer and carried unanimously.

Minutes will be approved at the next regular meeting.

*Respectfully submitted by Kathleen Scott
Recording Secretary*