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Seymour Public Library Board of Directors

Minutes from the Regular meeting – December 20, 2012

The meeting convened at 7:03 P.M. with the Pledge of Allegiance led by Chair, Joyce Koslowski

In attendance: Loreen Coe; Nancy Cretella; Steven Kulas; Pauline Lounsbury; Dianna Koskelowski; Joyce Koslowski; Diane Sosnovich; Susan Strumello; Paul Thompson; and Library Director, Carol Ralston

1. Approval of the minutes from the November 15 regular meeting – Motion to accept: Steven Kulas. Second Nancy Cretella - Approved 9-0
2. Treasurer's report for November – Motion to accept Steven Kulas. Second Dianna Koskelowski – Approved 9-0
4. Librarians Report – no discussion.

Unfinished business:

5. Final review of the Library materials selection policy – Motion to accept the Policy with two revisions Loreen Coe. Second Paul Thompson. Discussion. Board members received copies of the revisions which were then read aloud. Motion went to vote – Approved 9-0.

New Business:

6. Presentation and review of the FY 2013/14 budget – Town and Endowment portions. Library Director, Carol Ralston distributed copies of the budget proposal along with a detailed outline of the services the library received through membership in the Bibliomation network. She also distributed an article downloaded from the Valley Independent Sentinel dated December 20, 2012. This article contains an outline of the Budget process for FY2013/14.

**Town request:** The Board requested funding for the following budget lines:

Library pages (2) ----- \$14,002 ; Books and Materials ---- \$3,000  
Electricity ---- \$15,500 and Technology/Bibliomation ---- \$26,600 toward the FY13  
Membership fee of \$31,265. Total -- \$59,102.00

Discussion: Carol mentioned that all departments were under a strict directive to limit budget requests. Carol indicated that the Board can take \$4,665 from the FY13/14 endowment portion of the budget to cover the shortfall in the Bibliomation line.

This decision will result in the ending of subscriptions to several databases.

Board member Loreen Coe was concerned that the town would deny full funding to an essential element in the delivery of library services to Seymour residents. Susan Strumello mentioned that the library provides a vital service to Seymour residents. The library has 13,492 registered borrowers. This represents 81% of the population of Seymour. The Board reluctantly approved the town budget requests as presented in the hope that the Finance Board will consider an increase to the line for Bibliomation.

**Endowment FY13/14 budget** – Carol mentioned that the library will be receiving an annual disbursement from the Wooster Fund of \$46,800. This is an increase of \$1,300 over the current disbursement. However, the disbursement from the Hamel Fund for FY13/14 has gone down from 39,978 to 38,466. Income from both funds is flat. Carol presented an endowment budget of \$98,081 for FY13/14.

Motion to approve the preliminary budget for FY13/14 Steven Kulas. Second Dianna Koskelowski Accepted 9-0

7. Review of the meeting schedule for 2013 – Motion to accept Dianna Koskelowski. Second Susan Strumello. Approved 9-0
8. Review of the materials request of \$3,369 for December. Motion to accept Steven Kulas. Second Paul Thompson. Approved 9-0

Motion to adjourn Steven Kulas. Second Loreen Coe. Meeting adjourned at 8:07 P.M.

Respectfully submitted  
Carol Ralston