

Seymour Public Library Board of Directors
REGULAR MEETING MINUTES
June 18, 2009

Present: Kristine Bourret, Loreen Coe, Brian Koskelowski, Steve Kulas, Pauline Lounsbury, Dorie Poeta, Robert Potash, Carol Ralston

CALL TO ORDER convened at 7:05 p.m. with pledge of allegiance led by Dorie Poeta.

APPROVAL OF MINUTES from May 21, 2009 meeting approved with no discussion.

Motion to Accept: Brian Koskelowski; Second: Steve Kulas 6-0-0

TREASURER'S REPORT: Accepted without incidence.

Motion to Accept: Brian Koskelowski, Second: Steve Kulas 6-0-0

LIBRARIAN'S REPORT: Copper drain pipes on the 1958 section of building deteriorated causing pooling and seeping into meeting room and bathrooms on lower level. Craig Stevens, foreman of Public Works Department, examined gutters and said they are repairable. They will need to snake through pipes to sewers and then repair copper drains.

Discussion centered around June 2nd incident at library concerning young man with inappropriate behavior. Incident report had been filed with the Seymour Police Department. Officer Joseph DeNigri had interviewed victim and library staff. Final disposition included letter sent to young man notifying him that he will be banned from the library for one full year. Condition for return after the year will warrant a note from a professional treating him stating he no longer has the problem.

The board had recommended the letter be sent to state attorney's office so it will be on file if this matter should come before a judge in court. There were questions regarding an arrest. Carol will follow up and report on whether an arrest was made or not. The library staff were praised for the handling of this matter.

Transfer requests: Monroe Library does not have a generous endowment and is funded by the town almost exclusively. All transfers must be requested from the Board of Finance. It was unanimously agreed that all transfer requests will be brought before the full board for approval. If any unseen emergencies need to be addressed and emergency meeting will be called.

Research into library foundations: Brian Koskelowski made motion to table this discussion until the September 2009 meeting. Second: Steve Kulas 7-0-0

EXECUTIVE MEETING: was called to discuss report on evaluation of Head Librarian.

Motion to Adjourn from Executive Meeting: Steve Kulas; Second: Brian Koskelowski

Motion to Accept subcommittee's evaluation of Head Librarian as presented: Steve Kulas; Second: Brian Koskelowski 7-0-0 Copy will be sent to First Selectman

NEW BUSINESS:

Transfer requests: approval to transfer \$91 from supply line to pay Kone Elevator invoice; \$22 from automation support line to pay Cornerstone; \$119.99 from Secretary fees to pay Trend Micro; \$210 from postage line to pay Library Metrics.

Funds will be available in endowment line when this budget year is up. These had already been approved in the last fiscal year.

Motion to Accept: Steve Kulas; Second: Brian Koskelowski 7-0-0

Review of proposed Materials for June totaling \$5,492.00

Motion to Accept: Brian Koskelowski; Second: Steve Kulas 7-0-0

Proposed endowment line for FY 2009/10 suggest lower programming budgets, targeting children's programs. Money may be requested next year to be transferred from savings to help run programs as Hamel Fund will be significantly less.

All Board members agreed that a request should be made to the town Board of Finance to take over oil expenses in FY2010-2011 budget. The town pays for oil in all other town buildings. Approximately \$12,000 is needed. This would allow the endowment to provide more funds for programming and other operating expenses.

Solar energy was mentioned with possibility of looking into grant monies to help with these costs.

Motion to Accept: Steve Kulas; Second: Kristene Bourret 7-0-0

Summer Operation Budget of \$39,050 was approved.

Motion to Accept: Brian Koskelowski; Second: Steve Kulas 7-0-0

Review of circulation procedures for DVDs and VHS tapes has been amended at the recommendation of a board member. Circulation will be for 7 days beginning in July with new titles circulating for 2 days for six months. After six months these will enter the regular collection and circulate for 7 days. The library will try to obtain two copies of the most popular movies.

Motion to Accept: Loreen Coe; Second: Kristene Bourret 7-0-0

Motion to Adjourn: Steve Kulas; Second: Brian Koskelowski

Next meeting: September 17, 2009

Respectfully submitted: Cheryl Abbott, Recording Secretary