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SEYMOUR PUBLIC LIBRARY BOARD OF DIRECTORS

Minutes from the Regular Meeting on May 17, 2007

At the Library - Meeting Called to Order at 7:15 P.M.

Board Members Present: Irene Jecusco, Carol Ralston, Pauline Lounsbury, Anne Golebieski, Brian Koskelowski, and Julie Criscuolo.

Chairperson Irene Jecusco Led the Pledge of Allegiance to the Flag

Chairman's Remarks

- a. By-Laws: By-laws will be placed on the June 21, 2007 meeting for final approval. All board members to bring their copy of the by-laws.
- b. Valley Foundation: Two representatives, Angela Powers and Jaime Cohen, will be at the September 20, 2007 meeting to give a 10-to-15 minute presentation on initiating an endowment fund and campaigning techniques with the Valley Foundation. Carol Ralston to invite Paula Mavis with Friends of the Library to this meeting.

Approval of the December 21, 2006 Minutes

Motion to accept the December 21, 2006 minutes made by Julie Criscuolo. Seconded by Anne Golebieski. All in favor – 3. Pauline Lounsbury and Brian Koskelowski abstained.

Approval of April 19, 2007 Minutes

Motion to accept the April 19, 2007 minutes made by Brian Koskelowski. Pauline Lounsbury seconded. All in favor – unanimous.

Treasurer's Report

A question arose by Brian Koskelowski on the Donation line item in the amount of \$375.00. Carol Ralston stated that a number of patrons made small donations during the year which totaled \$375.00. Carol Ralston also stated she would like to use this money to purchase travel materials for the library as the travel reading section is in need of same.

Pauline Lounsbury questioned Carol Ralston as to whether any of the patrons have noticed the new Rex Brasher collection. Irene Jecusco would like Carol Ralston to put a notice up stating that the Rex Brasher collection was a gift from the Catherine Matthies Estate.

Motion to accept the Treasurer's Report as presented made by Brian Koskelowski. Seconded by Julie Criscuolo. All in favor – unanimous.

Librarian's Report

Carol Ralston stated that the library will be purchasing a larger ladder this budget year and the smaller ladder next budget year. The ladders will be the property of the library.

Brief discussion by Carol Ralston and the Board on the possibility of purchasing a \$500.00 Mystic Seaport museum pass, on purchasing a CPU in the amount of \$1,080.00 to replace one in the Public Computer area, and the renovation of the wall at the circulation desk and lowering the wall in the house façade in the children's room.

Status of the Budget for FY 07/08

Carol Ralston stated that the Town passed the budget for FY 07/08 as follows: \$15,000.00 for books, \$32,000.00 for Bibliomation and \$20,000.00 for electrical.

Expenditure Profile for Materials and Equipment for May and Addendum

Motion to accept the Expenditure Profile for May and the Addendum to the Expenditure Profile for May in the amount of \$7,689.00 made by Pauline Lounsbury. Seconded by Anne Golebieski. All in favor – unanimous.

New Business

A motion to approve the transfer of \$36.00 from Audio Books to Periodicals made by Pauline Lounsbury. Seconded by Brian Koskelowski. All in favor – unanimous.

A motion to approve the transfer of \$25.00 from Dues to Newspapers made by Pauline Lounsbury. Seconded by Brian Koskelowski. All in favor – unanimous.

A motion to approve the transfer of \$210.00 from Auto Support to Service Contracts made by Pauline Lounsbury. Seconded by Brian Koskelowski. All in favor – unanimous.

A motion to approve the transfer of \$130.00 from Telephone to Maintenance to purchase one ladder made by Pauline Lounsbury. Seconded by Brian Koskelowski. All in favor – unanimous.

A motion to approve the transfer of \$100.00 from Programs to Maintenance made by Pauline Lounsbury. Seconded by Brian Koskelowski. All in favor – unanimous.

A motion to table the discussion of the transfer of \$400.00 from Programs towards the purchase the Mystic Seaport museum pass pending further word from the First Selectman and the carpenter on the renovation of the two walls to the June meeting made by Brian Koskelowski. Seconded by Pauline Lounsbury. All in favor – unanimous.

Motion to Adjourn

Motion made to adjourn at 8:30 P.M. by Pauline Lounsbury. Seconded by Anne Golebieski. All in favor – unanimous.

Respectfully submitted by:

Sheila Broadway
Sheila Broadway
Board Recording Secretary
May 20, 2007

		SEYMOUR PUBLIC LIBRARY TREASURERS REPORT APRIL 2007		
BALANCE ON HAND - CHECKING:			\$1,982.88	
BALANCE ON HAND - SAVINGS:			\$38,260.84	
TOTAL CASH IN BANK:			\$40,243.72	
ADDITIONAL MONTHLY INCOME:				
	C.B. WOOSTER	\$5,000.00		
	CASH DRAWER	\$371.00		
	HAMEL TRUST FUND	\$31,228.21		
TOTAL INCOME:		\$36,599.21		
TOTAL AVAILABLE CASH:			\$76,842.93	
EXPENDITURES:	AUDIO BOOKS	\$180.73		
	AUTOMATION SUPPORT	\$0.00		
	BOOKS ADULT	\$3,219.89		
	BOOKS JUVENILE	\$2,026.43		
	BOOKS, YA	\$58.52		
	DATA BASES	\$0.00		
	DUES & FEES	\$0.00		
	ELECTRICAL SERVICES	\$0.00		
	INSURANCE SPEC. COLLECTION	\$0.00		
	MAINTENANCE	\$222.46		
	MATTHIES	\$526.69		
	MEETINGS	\$139.68		
	MUSEUM PASSES	\$100.00		
	MUSIC CD's	\$80.95		
	NEWCOMERS	\$0.00		
	NEW EQUIPMENT	\$1,036.69		
	NEW HAVEN FOUNDATION	\$0.00		
	NEWSPAPERS	\$0.00		
	OIL	\$0.00		
	PERIODICALS	\$0.00		
	PETTY CASH - BOARD	\$0.00		
	POSTAGE	\$29.90		
	PROGRAM SUPPLIES	\$215.44		
	PROGRAMS	\$300.00		
	SECRETARY FEES	\$70.00		
	SERVICE CONTRACTS	\$375.00		
	SUPPLIES	\$388.95		
	TELEPHONE	\$87.07		
	VIDEOCASSETTES/DVD	\$105.73		
	WATER	\$340.65		
	BANK ERROR	\$0.00		
TOTAL EXPENDITURES:	SERVICE CHARGE	\$0.00		
		\$9,504.78		
BALANCE ON HAND MAY 1, 2007:			\$67,338.15	
	CHECK BOOK BALANCE:	\$2,849.10		
	SAVINGS ACCT. BALANCE:	\$64,489.05		
		\$67,338.15		
	RESPECTFULLY SUBMITTED			
	PATRICIA MIRLIS			
	TREASURER			