

**Seymour Public Library Board of Directors Meeting Minutes**  
**November 19, 2015-Regular Meeting**

COPY RECEIVED  
DATE: 12/19/15  
TIME: 5:05pm  
TOWN CLERK'S OFFICE

**Attendance:** Paula Chapla, Steve Kulas, Nancy Cretella, Joyce Koslowski, Loreen Coe, Tom Schutte and Library Director, Suzanne Garvey. Guests: Matthew Haggerty & Mrs. Haggerty.

**Board Chair, Paula Chapla, called the meeting to order with the Pledge of Allegiance at 7:04pm.**

**Review of the Minutes from the October 15<sup>th</sup> Regular Meeting-**

Motion to Accept: Joyce Koslowski; Second: Tom Schutte. Approved 4:0:0;  
Abstained: Steve Kulas and Nancy Cretella.

**Review of Treasurers Report for October:**

Switch Money into dues for CLC Fee.

Motion to Accept: Steve Kulas; Second: Tom Schutte

**Librarians Report:**

**Building Maintenance-** The downstairs was not affected by the massive rain of October 23<sup>rd</sup>.

**Library Collection-** The library is literally running out of room to keep books that haven't circulated over the years. Space needs to be opened up.

**Computers-** The Board of Education- specifically the town IT specialist Rob Dyer and the High School IT specialist- gave a gift of 10 computers/ monitors to the library. The computers are older than the ones the Library already has and do not livestream well. This is something of importance to patrons and will have to be considered before hook-up. Bibliomation also donated 2 of their computers as well. Peter Lanese-from Bibliomation and Rob Dyer recommended looking into the network problem.

**CT State Survey-** This is the yearly survey compiling all of our stats that was required from the state of CT. It was filled out and sent. Figures from the town allotments did cause a flag and Ct State wants to know why last year's town allotment was so much larger.

**Personnel-** Due to the season of illness, there has been a lot of pitching in to try and cover the front desk. Patrons and programs come first so some other work had to take a back seat.

**Programs-** Having the programming room had made the children's programming stats even better than they already were. The adult programming had been doing well too. Also the Book Club at assisted living is still going strong.

**Old Business:**

**Matthew Haggerty-** needs to finalize location in the Spring for the sign that he is making for an Eagle Scout project. But approval was decided.

Motion to Accept: Tom Schutte; Second: Steve Kulas. Approved 5:0:0

**Sample Policy for Book Donations-** Slight wording changes with an approval.

Motion to Accept: Steve Kulas; Second Joyce Koslowski. Approved 5:0:0

**Remaining Budgeted Funds Previous Year-** Quotes on paint for the programming room for next meeting. Definitely a rug cleaning in the children's area. Build up from fall in the gutters, maybe just have the front gutters cleaned so that there is less ice on the sidewalk at the entrance of the library. Ask about getting gutters taken off of the front even, so there is no build up of water. The wireless (internet) has been having issues. The slow computers could be a result of the network. Suzanne said she will be calling Comcast and have them check it out.

**Code of Conduct policy-**

Changes made and tabled until next meeting.

**Food for Fines for December-**

The library will be doing the food for fines again, last year it was successful.

**LSTA Grant-**

TV will be purchased for programming according to the stipulations of the approved grant.

**Approval of staff materials of staff materials for November is \$4,200.50-**

Motion to Accept: Steve Kulas; Second: Joyce Koslowski. Approved 5:0:0

**Adjourning of Meeting:**

A motion to adjourn the meeting was made by Loreen Coe. Seconded by Steve Kulas. Approved 5:0:0

Adjourned at 8:43pm

**Respectfully Submitted,**

Becca Cretella, Recording Secretary.

12/1/15- received from email on December 7, 2015