

**Seymour Public Library Board of Directors Meeting Minutes-
May 18, 2017-Regular Meeting**

Attendance- Joyce Koslowski, Paula Chapla, Tom Schutte, Harvey Eckhardt, Jean Uhelsky, Mike Flynn, and Library Director, Suzanne Garvey.

Board Chair, Paula Chapla, called the meeting to order with the Pledge of Allegiance at 7:00PM.

Review of the Minutes from the April 20th Regular Meeting-

Motion to accept: Joyce Koslowski; Seconded by: Harvey Eckhardt.
Approved: 5-0-1 Abstained: Tom Schutte.

Review of the Treasurers Report for April-

Paula Chapla noticed that in the Endowment Expenditure in the second line item, the percentage says 100% when it is not. A correction will be made to read the correct percentage. Joyce Koslowski noticed about line item for April 2017 was more than other months and this was due to a Sewer Fee. This fee occurs twice a year. Joyce Koslowski also asked about what the Dues line item would be used for if not expended. Suzanne Garvey explained that it is used for meetings. For example, Bibliomation Training. Joyce inquired if the copier has a fax component to it. Suzanne explained that it does not but there is a fax machine that patrons can use with a credit card. A motion to accept was made by Harvey Eckhardt and seconded by Thomas Schutte.

Approved: 6-0-0

Librarians Report:

Patron Count: 4,040

Computer Sessions: 472

Building Maintenance: Everything has been good. The architects, Ames and Whitaker, have been in the building checking the areas for upgrade. Fire Marshal Paul Wetowitz was in attendance as well.

Friends of the Library: The Friends of the Seymour Public Library purchased 5 new computers and 6 new monitors for the public patron

computer area. They are so appreciated to have fast computers and Bibliomation is working on adding our software to the computers now. **Library Wooster Trust Financial Institution:** Suzanne Garvey contacted Martin D. Koosed, CFP, because Board Member Mike Flynn suggested him. His fee to check on the investments that are being made on behalf of the trust is \$750.00. He would waive this fee if The Board put the Trust in his hands.

Fiber Optics for Library: The grant applications for Fiber were approved! \$23,200 grant from the State Library and \$14,150 from CEN approved for the move to Fiber. The Library is on the queue for installation. Time frame for installation will be possibly November, 2017. This will connect the expected fiber to Seymour High School.

Library Programs: Ann and Rebecca, both, busily worked to make sure that children on Spring Recess had lots to keep them occupied. Ann's *Animal on the Go* program drew 100 attendees and her *Danny Magic Show* over 70 attendees. The Easter Egg hunt that Ann and Rebecca planned drew 100 participants as well.

Adult Programs: The *Titanic* program drew 40 attendees and the two Ukrainian Egg workshops each maxed out at 12 learners a piece.

Assisted Living Book club is a steady 9 participants.

Security: Rob Dyer has been in the building about the security cameras. Suzanne believes that there will be 7 cameras. Paula Chapla asked if the cameras would be connected to the Seymour Police Department. Suzanne wasn't sure but will find out and let the board know.

Public Comment:

No Comment.

Library Budget 2017-2018:

Suzanne brought up the budget line for programming. She suggested that the budget should go from \$2,500 to \$3,000. She is requesting this because there is always a turn out and per program it would cost about \$100. The library also lost some money this year from the state funding. Suzanne is looking for a finalization vote next month after input from the board.

Mike also asked about the line item Service Contracts, which Suzanne explained is not with the town, but with the copiers, and phones, etc.

Public Comment:

Paula Chapla brought up having an advertisement in voices about volunteer opportunities at the library. Suzanne Garvey said would check with Ann. Joyce Koslowski asked if the younger grades have a field trip to the library. Suzanne said that Ann and Rebecca go to the schools and get the children library cards.

Also brought up a drop in patrons but the DVDS and books on CDs went up. People could do these things from home instead of coming in. Suzanne let the board know that letting people rent more DVDs at a time has been a hit.

Review and Vote on the Staff Materials Request for May-

Staff materials for May is \$3,360.00.

Motion to accept: Joyce Koslowski; Seconded by: Jean Uhelsky.

Approved: 6-0-0

Adjourning of Meeting:

A motion to adjourn the meeting was made by Harvey Eckhardt at 7:29PM and seconded by Joyce Koslowski.

Approved: 6-0-0

Respectfully Submitted,

Becca Cretella, Recording Secretary.

5/28/17