

**Seymour Public Library Board of Directors Meeting Minutes-
December 21, 2017-Regular Meeting**

Attendance- Paula Chapla, Joyce Koslowski, Harvey Eckhardt, Jean Uhelsky, Mike Flynn, Debbie Wasikowski, Thomas Schutte, 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 November 16th Regular Meeting-

Paula Chapla asked why staff materials were so much last month. This was due to Anne using money towards juvenile books. She does this roughly once a year. Suzanne splits the budgets for a twelve-month period, and tries to stay within this monthly budget. Some months have more books being published than other months. The statistics are getting lower in the Young Adult sections. It is getting lower in a lot of libraries. Motion to accept: Harvey Eckhardt; Seconded by: Mike Flynn. Approved: 4-0-1 Abstained: Jean Uhelsky.

Review of the Treasurers Report for November-

Joyce Koslowski brought up that there is too much money sitting in the checking. Joyce and Paula suggested moving the money to acquire interest on it. The library has been underspending on a few line items and not spending money Suzanne expected to be using. Paula would like to put money back into the CD to allocate more funds. Motion to accept: Debbie Wasikowski; Seconded: Mike Flynn. Approved: 5-0-2 Abstained: Jean Uhelsky and Thomas Schutte.

Librarians Report-

Patron Count: 3298

Computer Sessions: 358

**Library open Friday, November 10th until 4PM and Closed
Saturday, November 11th to observe Veteran's Day. Library closed**

**Thursday, November 23rd and Friday, November 24th for
Thanksgiving Day and day after.**

Town Budget: The town lost approximately \$1,900,000 through state cuts. Department heads were asked to come up with a couple of different versions of budgets that provide for a variety of issues that could impact the town. They will not be adding new carpet installation to the budget and the Board is not sure if the library will be able to support the cost of Bibliomation that the town has been paying for.

About twelve years ago the Board then wanted to change the trust from Seymour Trust (now Bank of America) but the town stopped this.

Suzanne was not able to find a reason why.

Suzanne does not put in for her mileage to go for conferences. She is going to use that money to buy a kindle that they will be raffling off.

The Library has better statistics than many of the other town libraries in the area. The Hamel Fund is only supposed to be used for books, reference materials, and teaching materials for youth.

There were less programs but more attendance compared to last year.

Suzanne suggested eventually having privacy cubicles or rooms and a specific Young Adult area.

Since online video streaming has become so popular, there has been a loss in DVD circulations from last year. Mike Flynn asked about having a children's library at the Community Center, Suzanne said that they have thought of it before but she thinks that it will compete with the statistics of the actual library. In terms of having a patron Keurig machine, Paula Chapla was wondering if there could be a way to attach plumbing to the Keurig so it wouldn't need to be refilled constantly.

Public Comment-

No Comment.

New Business:

Discussion of Fund Raising for Library-

Paula Chapla wants the board to think about the possibility of having a fundraiser for the library. She wants to ask local businesses to gift. Mike

Flynn said that he brought up that he suggested patrons leaving money to the library in their will. Paula suggested having something on the library website about it. Suzanne agreed with this and said that they would have to run wording by the town lawyers.

Library Budget for Town-

The Board doesn't need to go to the Finance Board until February. This will be tabled until next month's meeting.

Public Comment-

Paula Chapla went to the Permanent Building Committee meeting last month. Discussion of upgrade plans.

Review and Vote on the Staff Materials Request for December-

Staff materials for December is \$5,270.

Paula Chapla suggested that the staff materials numbers need to go down monthly, since the budget won't be improving in the future. For example, if circulation has gone down 3%, then spending needs to go down 3%.

Motion to accept: Harvey Eckhardt; Seconded: Joyce Koslowski.

Approved: 7-0-0

Adjourning of Meeting:

A motion to adjourn the meeting was made by Thomas Schutte at 7:58PM and seconded by Joyce Koslowski.

Approved: 7-0-0

Respectfully Submitted,

Becca Cretella, Recording Secretary.

Received: 1/1/2018