

**Seymour Public Library Board of Directors meeting Minutes – January 18, 2018 – Regular Meeting.**

**Attendance** – Joyce Koslowski, Debbie Wasikowski, Paula Chapla, Jean Uhelsky, Thomas Schutte and Library Director Suzanne Garvey.

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

**Minutes from the December 21, 2017 Meeting.**

J. Koslowski moved to approve the minutes from the December 21, 2017 meeting. The motion was seconded by T. Schutte and carried unanimously.

**Approval of the Treasurer's report for December**

S. Garvey noted that the bill for gas has gone up. The members reviewed the report and D. Wasikowski moved to accept the report. The motion was seconded by J. Uhelsky and carried unanimously.

**Librarian's Report**

S. Garvey stated that there some closures due to weather during the last month. She also stated that the position of custodian has been posted. She stated that the Town auditor has requested more information. Alex Danka, 203 Pearl Street stated that he was coming up with a proposal to add lighting to the sign and some gardening around it- hoping that the donation from the Garden Club could fund this effort. He also stated that all town custodians will be working at all buildings in town so that they are familiar with all of the buildings. He stated that he is looking into getting new "LED" bulbs- recommended by the energy audit- to cut down on the electricity usage.

**Library Statistics**

S. Garvey stated that she did an analysis of Seymour compared to other Valley libraries. Stats are down for libraries in general, but Seymour was doing well in percentages topping many of the other libraries in many categories including number of patron's with cards and visits to the library. She also requested a policy change regarding the request and hold of DVDs for Seymour patrons. The members agreed that would be a good idea. S. Garvey also stated that she, Ann, and Rebecca are working on providing programs for children and families that would not cost the library so much to run: a board game day, adult & children coloring programs, etc.

**Town Budget Discussion/Vote**

S. Garvey stated that the meeting date for the Library to present the budget is 2/21/18 at 7:00 p.m. The members reviewed the proposed budget. P. Chapla noted that there is an increase in the electricity line item. It was also suggested that a part-time person can be hired and that position should be added to the budget. S. Garvey stated that it would be helpful to have that individual provide supportive computer work to regular staff by creating flyers, upgrading the website, monitoring & sending mailchimp emails.

Library Board of Directors

2

January 18, 2018

**Review and vote on the staff materials request for January**

S. Garvey stated that the request would be \$3,375.00. A motion to approve that request was made by J. Koslowski, seconded by D. Wasikowski and carried unanimously.

P. Chapla stated that the Board should consider having a Library tag sale in the spring which would clear out some space. This could be linked with the town- wide tag sale that is being planned. It was also suggested that a book sale could be held on the same day.

A motion to adjourn was made by D. Wasikowski, seconded by J. Koslowski and carried unanimously. The meeting was adjourned at 8:04 p.m.

Respectfully submitted,

Maryanne DeTullio, Recording Secretary