

**Seymour Public Library Board of Directors meeting Minutes – September 20, 2018**  
**- Regular Meeting.**

**Attendance** – Paula Chapla, Debbie Wasilowski, Joyce Koslowski, Jean Uhelsky, Harvey Eckhardt, Tom 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 April 19, 2018 Meeting**

P. Chapla stated that the May meeting was cancelled. A motion to approve the 4/19/2018 minutes was made by D. Wasilowski, seconded by H. Eckhardt and carried unanimously.

**Approval of Treasurer's report for May, June, July, August**

P. Chapla asked how often fiberoptics is paid. S. Garvey stated that it has not been billed yet and the library budgets for the fees projected by CEN when applied for. She stated that since the library hooked into the town Fiber after lines were built by CEN, CEN waived charges until they deem necessary. S. Garvey also stated that many bills-databases, Bibliomation fees, magazine, and newspaper subscriptions are paid once a year- some budget line items are largely depleted in the month of July.

A motion to approve the Treasurer's reports was made by H. Eckhardt, seconded by J. Koslowski and carried unanimously. 6:0 in favor.

**Public Comment**

There was no one from the public wishing to speak.

**Librarian's Report**

S. Garvey stated that there were a lot of problems in May because of the tornado. She stated that the elevator was out of service. The library was closed for, virtually, a week. She stated that the front of the Library now has a drainage system. She noted that there has been good attendance at library programs. She stated that the summer reading went well and the Childrens' reading program did very well- due to Ann Szaley and Rebecca Troop. She stated that in August the building upgrade started with lights replaced and asbestos removal. She stated that the windows are being re-caulked. The Town is working on repairing the elevator. P. Chapla asked about spending for September and S. Garvey stated these months are big publishing months.

**Library Budget 2018-2019 Budget Vote**

S. Garvey presented a budget for 2018-2019 and a motion to approve the budget was made by D. Wasikowski, seconded by T. Schutte and carried unanimously. 6:0 in favor.

### **Garden Club Donation - Benches**

D. Wasilowski stated that the broken bench should be removed. She also suggested planting some mums at the front entrance. S. Garvey stated that patrons have commented that something should be done to the front of the Library. P. Chapla stated that something should be planted in the front that does not need a lot of care. She also suggested planting in the early spring.

### **Annual appeal information.**

S. Garvey stated that she asked other libraries about this. She stated that with association libraries it becomes a Board decision and with Town libraries it is a town decision. She also stated when she has everything together regarding this she will submit to the Board.

### **Review and vote on the staff materials request for September/October**

S. Garvey stated that a new projector would be \$900.00 on sale now and the Friends of the Library were very receptive to paying for it but that she is also aware the Friends are paying for the high ticket item of shades in the downstairs programming room. In order to capture the sale price, reduced by \$300.00, she asked if the library board would approve the purchase and if the Friends decided to pay for the projector, they could reimburse library funds. She stated that the new equipment line item could pay for it. A motion to approve this was made by D. Wasilowski, seconded by H. Eckhardt and carried unanimously. 6:0 in favor.

S. Garvey stated that she would request \$4750.00 for materials for September. A motion to approve the request was made by T. Schutte, seconded by D. Wasilowski and carried unanimously. 6:0 in favor.

### **Public Comment**

There was no one from the public wishing to speak.

P. Chapla stated that there were new lights in the ceiling in the Library. She also stated that the Board should consider having a grand opening in February or March. S. Garvey stated they do have a Matthies concert scheduled for then as well.

A motion to adjourn was made by D. Wasilowski, seconded by J. Koslowski and carried unanimously. 6:0 in favor. The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Maryanne DeTullio, Recording Secretary

September 24, 2018