

**Seymour Public Library Board of Directors Meeting Minutes – January 17, 2019**  
**Regular meeting**

**Attendance** – Paula Chapla, Mike Flynn, Jean Uhelsky, Joyce Koslowski, Harvey Eckhardt and Suzanne Garvey, Library Director.

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

**Minutes from December 20, 2018 meeting.**

A correction was requested in the spelling of the word “trial” instead of the word “trail” as written in the **New Business** section of the Minutes. Motion to approve the minutes was made by M. Flynn, seconded by J. Uhelsky. With correction noted, the Minutes were approved with a vote of 4 Yes: 0 No: 1 Abstention.

**Approval of Treasurer’s Report for December**

S.Garvey presented the report and stated the depletion in Petty Cash was, largely, as a result of unexpected programming expenses paid out of pocket by library staff who were then reimbursed through petty cash. She stated that the Board may want to consider having a debit card in the future for situations like this. She also stated that the water bill and sewage bill both come out of the “water” line item. A motion to approve the report was made by H. Eckhardt, seconded by M. Flynn and carried unanimously.

Approved: 5-0-0

**Librarian’s Report**

S.Garvey presented her report and stated that the Library was closed 1.5 days in December. She stated that weather stripping was put on all the doors and the attic. The duct work is in place and new windows need trim.

**Public Comment**

There was no one from the public wishing to speak.

**Old Business – Discussion of Garden Club Money**

Board wished Deb Wasikowski to be present for this and agenda item to be included in February’s Board Agenda.

**Budget for Town Hall/Vote**

The Board reviewed the proposed budget and agreed on the request for two part time employees at the library in addition to the full time employees there. S. Garvey stated this would help with tasks and would provide additional coverage in the library when two

people are scheduled but would not be enough additional staff for the library to be open additional hours. A motion to approve the budget for the Finance Board was made by M. Flynn, seconded by J. Koslowski and carried unanimously.

Approved: 5-0-0

### **Fundraising**

P. Chapla stated that she started a letter for The Voice with information regarding the budget. She asked that this item be on the agenda for next month's meeting.

### **Review and vote on the staff materials request for February, March**

S. Garvey stated that they would request \$3,650.00 for February and \$3,000.00 for March. A motion to approve the requests was made by J. Koslowski, seconded by M. Flynn and carried unanimously.

Approved: 5-0-0

A motion to adjourn was made by M. Flynn, seconded by H. Eckhardt and carried unanimously. The meeting was adjourned at 7:45 p.m.

Respectfully submitted,

Maryanne DeTullio, Recording Secretary

1/21/2019