



Jonathan Trumbull Library

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Jonathan Trumbull Library
April 16th, 2020
Regular Meeting - Board of Trustees
Zoom Meeting

Present: Cathe McCall, Maureen McCall, Janice Knudsen, Colleen Meese, Bill Goba, Heidi Worthington, Michelle Kersey, Berkeley Nowosad and Library Directors Matt Earls and Frances McGrath

The meeting was called to order at 7:00 by the chairman, Cathe McCall.

Minutes to the February regular meeting - Motion (Michelle Kersey/Colleen Meese) to accept the minutes as presented. The motion carried with none opposed.

Director's report:

- Library closed on March 16th per first selectman's order. Following his directive, three part-time employees were laid off.
- Claire was retained as she keeps up with Facebook, Instagram, etc. Matt goes to the library once a week to pay bills, make sure computers are working, etc. All have Evergreen at home.
- Trivia, story hour, pajama time, bingo and scavenger hunts are hosted each week and books are being ordered. Staff meetings are held a couple of times a week.
- February and March statistics - 17 adult programs with 175 attendees and 37 children's programs with 384 attendees.
- Donna checks voice mail, has public 'chats' each week, keeps in touch with patrons, hosts online videos, etc.
- Matt was looking for a better E-book solution and Hoopla came out right at the right time. It is a pay-per-use model and averages about \$1.80 per use. The collection is pretty good. E-book usage increased from 472 last March to 695 this March. He is thinking about buying *Hungergames* which people have asked for. It is usually expensive but not so much on Hoopla.

Youth Services Report:

- Fran noted that over the month, things have picked up as people are getting used to the situation. Storytimes are not well thus far.
- Survey sent out asking patrons which programs they want and when, since it is expected that most parents will have their children doing school work in the AM. Fran made some changes this week. Monday morning she holds storytime and then an afternoon scavenger hunt. Wednesdays she has story time and then a discussion group. A late afternoon story time is held at 4:00.
- Fran says that she has been trying various things to see what people are most interested in. Trivia works so she is looking for kids' trivia. If anyone has any ideas or suggestions, please let her know. She is willing to try almost anything.

Cathe thanked the staff for the awesome job providing outreach and programs to patrons.

It was mentioned that there was a rumor going around that this was going to be the last month for Lebanon Life. It would leave a big hole and Matt said that the library would try to fill that gap with some sort of newsletter if that happens. Matt will check with Dave Lyon to see what the situation is.

Budget - Matt said that things look fine. He has not canceled the recycling pickup but they are still creating waste with house-cleaning.

Question from Berkeley as to how the lay-offs were decided and why the board was not consulted which sparked a lengthy discussion. Matt said that the First Selectman notified him and it was at his discretion. Those laid off would receive better benefits by collecting and getting that extra \$600 weekly from the bail-out. Berkeley reminded us that money for layoffs for unemployment comes from the town so a portion of the cost is coming out of our budget one way or another.

Bylaws - After much discussion on the best way to handle proposed changes, it was decided that a zoom meeting would be called so that the subcommittee members can discuss and decide together on needed changes rather than approaching it piecemeal. Cathe will select a date and time. Matt prefers somewhere in the 9:00-5:00 range.

Personnel - Handled in Berkeley's question noted above.

Budget - Maureen noted that on Tuesday, she attended the Board of Finance meeting and they discussed mostly town items and tonight the Board of Finance planned on speaking on the Board of Education's budget. She has heard nothing discussed regarding the library as of yet.

Building Committee - met with the selectmen and those present from the board found things confusing. The architect is preparing a SHIPO

document as there are some questions concerning parking. There was also discussion at the meeting concerning the move of the library to the Community Center and what the selectmen are and are not willing to do to prepare the building.

Friends of JTL - meeting postponed. As to the question concerning the art that was delivered for *Equinox of the Arts*, most of it is still at the library and Matt is willing to hold the art show once we reopen. Butch Watson picked up his expensive vase.

New Business:

Berkeley asked if there is a way to offer take-out services at the library. Not everyone has an E-reader and there are so many who miss their books and games. would have to be safe with limited contact. The library staff will discuss this but Matt feels that Kathy, Donna, Jamie and Claire would not be interested in taking the risk. Perhaps after May 20th or when the curve goes flat, it could be looked into. When the library reopens, there may be new procedures. Matt is paying attention to what other librarians are doing.

It was suggested that perhaps we might purchase more E-readers to loan to the public.

Janice noted that she was having some issues with downloading from Overdrive and that it would be good to have the directions to Overdrive, Hoopla and RBDigital on the library home page where they would be easy to find. Matt will speak with Claire on that.

Hearing no other business, motion made (Maureen McCall/Michelle Kersey) to adjourn at 8:00. The motion passed unanimously.

Respectfully submitted,
Maureen D. McCall, Secretary