

SEYMOUR LIBRARY BOARD OF TRUSTEES APPROVED MINUTES

DATE: November 15, 2016

Call to Order

The regular meeting of the Seymour Library Board of Trustees was called to order at 7:00 p.m. on 11/15/2016 by Board President LuAnne Cenci.

Attendance

Present: Walter Borowiec, David Brannigan, LuAnne Cenci, Brigitte Duschen, Taysie Pennington, Scott Rochette, Linda Sanford, Chris Wilcox and Carl Gouveia (Director)

Absent: SriRam Bakshi

Guests: Kathy Kristansen

Public Comments: None

President's Report

- There hasn't been any response to our Revised Tri-municipalities Agreement; however K. Kristansen said that the Village Board is still looking it over.
- In response to the President's query regarding the Solar Power Agreement, K. Kristansen said that even though the Village, Seymour Library and Fire District agree on the terms of the agreement, National Grid is delaying the project.

Approval of Minutes

- **Board Meeting 10/18/2016 Minutes:** After the Secretary noted the several minor editorial corrections, W. Borowiec moved for approval of the minutes. D. Brannigan seconded and the minutes were approved

Approval of Bills and Treasurer's Report

- After review, and with a motion from S. Rochette seconded by D. Brannigan, the payment of bills were unanimously approved.
- Regarding the Trusts, L. Cenci and B. Duschen stated that the capital and interest from the Brown Trust will be moved from Key Bank to Citizens Bank.
- Bill Payers 12/20/2016: Chris Wilcox and David Brannigan

Director's Report

- C. Gouveia presented his monthly written report outlining various activities and commented on:
 - Paving for the parking lot will take place in the spring
 - Quotes for replacement doors for the two staff access points have been solicited but an additional \$6,000 will be needed to replace the door frames.

Board Actions Requested:

- Approval of the 2017 dates for Holiday Closings

With a motion made by Scott Rochette and seconded by Linda Sanford, the motion was unanimously approved.

- Approval of the updated Clerk, Circulation Sub job description

With a motion made by Scott Rochette and seconded by Linda Sanford, the motion was unanimously approved.

- Approval of the updated Librarian, Substitute job description

With a motion made by Scott Rochette and seconded by Linda Sanford, the motion was unanimously approved.

Old Business

Standing Committee Updates

Gifts, Fund raising and Grants: No report

Nominating – D. Brannigan and S. Bakshi’s terms end in December and they will need to be replaced with a Sweden successor for D. Brannigan and a Village successor for S. Bakshi.

Operational – Director C. Gouveia asked the Board to consider moving the Meeting day for the Board from the third Tuesdays to the third Wednesdays in light of the conflicts with the Municipalities meeting on Tuesdays. This move would facilitate attendance for the municipalities’ liaisons at the Library Board meetings. W. Borowiec moved for approval of the 2017 Board Meeting Schedule. L. Sanford seconded and the motion to accept the schedule was approved.

Personnel – no report

Strategic Planning / Management – no report

Adjournment- At 8:00 pm L. Cenci moved for adjournment, L. Sanford seconded and the motion passed.

Submitted by: D. Brannigan