



TOWN OF MIDDLEBURY

Library Board of Trustees

Minutes

Tuesday, November 13, 2018 – 3:00 P.M.

The Meeting Room

30 Crest Road, Middlebury CT 06762

Present: Rita H. Smith, Chairman
William J. Stowell
Ronald G. Clark, Sr.
Patricia C. Fahey
Robert C. Desmarais, Sr.
Peter C. Vaccarelli
Jo-Ann LoRusso – Library Director

Also Present: Brigitte M. Bessette, Recording Clerk

Call to Order with Pledge of Allegiance

The meeting was called to order at 3:03 P.M. by Mrs. Smith with the Pledge of Allegiance.

Attendance – See above.

Approval of October 9, 2018 Meeting Minutes – Mr. Clark MOTIONED to approve the Minutes of the October 9, 2018 Meeting as submitted, SECONDED by Mr. Desmarais, unanimous approval.

Trustee Reports

Treasurer's Report – Mr. Stowell submitted the Treasurer's Report to each Trustee Member. He noted a correction to be made with last month's report. The \$15.00 of the \$115.00 deposit made represents a return check fee charged to the submitter. At the time the report was drafted he was unsure as to where the \$15.00 would go. Finance did deposit the \$15.00 into this account. Accordingly, the Total Brick Sales to date should have stated \$51,760.00 with the fund balance of \$22,419.55.

For the month of October, there was \$200.00 deposited in the Brick Sales and Room Naming Opportunities accounts during the period October 1, 2018 through October 31, 2018 from the sale of two small 4 x 8 bricks. There was an expenditure of \$54.50 for the cost of the last brick order for 2 small 4 x 8 bricks. Total Brick Sales to date = \$51,960.00, Total Expenses to date = \$29,394.95, Balance in Fund 61 (Brick Sales and Room Naming Opportunities account) = \$22,565.05.

Mrs. Fahey MOTIONED to approve the Treasurer's Report as submitted, SECONDED by Mr. Desmarais, unanimous approval.

Secretary's Report – None

Director's Report – Mrs. LoRusso confirmed that all Board Members received via email the attached Director's Report for review. October 2018 Statistics, Library Programs and Services and Upcoming Events (see attached) were discussed.

The *Anti-Bullying Awareness Campaign* was a great success. The Library and Region 15 Superintendent were able to reach out to Region 15 students of all ages (kindergarten through grade 12) at all schools, not just in Middlebury. There was newspaper coverage regarding this campaign. It proved to be a wonderful opportunity to bring about awareness of this very sensitive topic.

Mrs. LoRusso then discussed upcoming events prior to next month's meeting and noted free tickets were available.

PBS Great American Read – Middlebury's favorite beloved book of the 100 Read was "Charlotte's Web".

Fiscal Year 2019-2020 Budget Proposal - Mrs. LoRusso presented her draft proposed budget in detail to the members. A lengthy discussion took place regarding various line item amounts and the difficulty in projecting the increased heating costs for the lower level tenant (which is included in the lease).

Mr. Stowell MOTIONED to approve the Director's Report and to accept the draft budget proposal for the Fiscal Year 2019-2020, SECONDED by Mrs. Fahey, unanimous approval.

Old Business – None

New Business – 2019 Regular Meeting Schedule. Mrs. Smith noted this is voted on every year. Mr. Clark MOTIONED to approve the 2019 Regular Meeting Schedule (the second Tuesday of every month with the exception of July and August beginning at 3:00 P.M. in the Middlebury Public Library Meeting Room. If a meeting falls on a holiday or is cancelled, it will be scheduled for the following Tuesday), Seconded by Mr. Desmarais, unanimous approval. The first meeting in 2019 will take place on January 8th.

Public Comment – None

Adjournment – Mrs. Fahey MOTIONED to adjourn the meeting at 3:43 P.M., SECONDED by Mr. Clark, unanimous approval.

These minutes are submitted subject to approval.

Respectfully submitted,

Brigitte M. Bessette
Recording Clerk

Attachments

Cc: Library Board of Trustees
Library Director
Town Clerk
Web Master

To: Middlebury Library Board of Trustees

From: Jo-Ann LoRusso, Director

RE: Director's Report

November 13, 2018

Statistics for October 2018

(Chart)

Library Programs, Services, and Upcoming Events

(Calendar of Events)

- The Elderly Brothers' Rock and Roll live performance on Tuesday, November 13, 2018 at 6:30PM
- Book talk featuring author Cynthia Parzych and her book, *Connecticut Made* will be on Thursday, November 15, 2018 at 2PM.
- Create your own watercolor greeting card on Wednesday, November 14, 2018 at 2PM. This program is for adults who wish to explore their artistic ability.

PBS The Great American Read

PBS *The Great American Read* announced the winning book Tuesday, October 23, 2018: *To Kill a Mockingbird* by Harper Lee (HarperCollins). Calling it the "#1 Best-Loved Novel", PBS reports it topped "voting from the first week, and kept the lead for the entire five months[...]despite strong competition from the rest of the five finalists". *The Outlander* and *Harry Potter* series, *Pride and Prejudice*, and *Lord of the Rings* were part of the top 5.

Middlebury Public Library conducted their own Middlebury's Great American Read. Out of 100 votes, *Charlotte's Web* by E.B. White ranked number one by a landslide.

Fiscal Year 2019-2020 Budget Proposal

(Handout)




Requesting a 3.12% increase to be discussed. Department budgets need to be submitted to the finance department by December 3, 2018.

2019 Town of Middlebury Holiday Schedule

The Library will be closed Monday, November 11, 2018 (Veteran's Day), Thursday, November 28, 2018 (Thanksgiving Day) and Friday, November 29, 2018 in accordance with the 2019 Town of Middlebury Holiday Schedule observed by the State of Connecticut.

	OCTOBER 2018	
Circulation	6949	
Programs	Number of Programs	Number of Attendees
Adult	28	344
Children	26	342
YA (12-18)	3	15
Technology	23	23
Outside Groups	2	33
Program Total	82	757
Study Room Usage	72 Times	121 Participants
Library Cards	3341 Active Cards	19 New Residents
Collection Size	73400	

November 2018

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Preschool Power 10:30 AM 4+ years old Crossword Cafe 1:00 PM Open Kids Craft 4:00 PM	2 Stories & Yoga Fun 10:30 AM 2-5 years old New Movie Showing 1:00 PM <i>Ocean's Eight</i>	3 Family Movie 11:00 AM <i>The Dog Who Saved Halloween</i>
5 Pencil Sketch Club 1:00 PM	6 Wiggles & Giggles 10:30 AM 1 to 2 years old Book Showing 11:00 AM <i>Jurassic World: Fall of a Kingdom</i> Tech Talks: Canal 1:00 PM Open Tea: Evening 1:30-4:30 PM Sorecrow Centrepiece 2:00 PM Ages 6-10	7 Toddler Time 10:30 AM 3 years old Brown Bag Book Discussion <i>Before We Were Yours</i> 1:00 PM Cinema Series 1:00 PM Catcher: Girls	8 Preschool Power 10:30 AM 4+ years old Crossword Cafe 1:00 PM Open Kids Craft 4:00 PM	9 Stories & Yoga Fun 10:30 AM 2-5 years old New Movie Showing 1:00 PM <i>Slyscrapper</i>	10 Family Movie 11:00 AM <i>Nat Lab 2</i>
12 CLOSED 	13 Wiggles & Giggles 10:30 AM 1 to 2 years old Wreck's Workshop: Fall Face Lamps 4:30 PM Grades 1-6 The Elderly Brothers Book & Roll 6:30 PM	14 Toddler Time 10:30 AM 3 years old Cinema Series 1:00 PM RRG Watercolor Creating Cards 2:00 PM	15 Preschool Power 10:30 AM 4+ years old Crossword Cafe 1:00 PM Connecticut Made 2:00 PM Open Kids Craft 4:00 PM	16 Stories & Yoga Fun 10:30 AM 2-5 years old New Movie Showing 1:00 PM <i>Gotti</i>	17 Family Movie 11:00 AM <i>Kung Fu Panda 3</i> Friends Inc. Book Sale 10:00 AM-12:00 PM Lower Level
19 Pencil Sketch Club 1:00 PM	20 Wiggles & Giggles 10:30 AM 1 to 2 years old Tech Talks: Canal 1:00 PM Mystery Book Discussion <i>Since We Fell</i> 6:30 PM	21 Toddler Time 10:30 AM 3 years old Cinema Series 1:00 PM <i>Under the Tuscan Sun</i>	22 CLOSED 	23 CLOSED 	24 Family Movie 11:00 AM <i>Shaw Dogs</i>
26 Pencil Sketch Club 1:00 PM	27 Wiggles & Giggles 10:30 AM 1 to 2 years old Middle School Measurements: DIY Ornaments 4:00 PM Grades 6-8	28 Toddler Time 10:30 AM 3 years old Cinema Series 1:00 PM <i>Miss Jane Patman</i>	29 Preschool Power 10:30 AM 4+ years old Crossword Cafe 1:00 PM Open Kids Craft 4:00 PM	30 Stories & Yoga Fun 10:30 AM 2-5 years old New Movie Showing 1:00 PM <i>The Catcher Was a Spy</i>	

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Rocking, rolling, discovering



CONTRIBUTED PHOTOS

The Elderly Brothers will give a Rock & Roll concert at the Middlebury Library, 30 Crest Road, on Tuesday Nov. 13, at 6:30 p.m., with all your favorite hits from the 1950s and '60s. Space is limited, and free tickets are at the circulation desk. On Thursday Nov.

15, at 2 p.m., Cynthia Parzych, lower left, will discuss her book "Connecticut Made," a unique guidebook to



hundreds of things to buy, crafts to discover, factories to explore, and history to uncover, all made in Connecticut. Registration is required. *Details, registration: 203-758-2634.*



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