



## TOWN OF MIDDLEBURY

*Library Board of Trustees*

*Minutes*

*Tuesday, June 11, 2019 – 3:00 P.M.*

*The Meeting Room*

*30 Crest Road, Middlebury CT 06762*

Present: Rita H. Smith - Chairman  
William J. Stowell  
Patricia C. Fahey  
Robert C. Desmarais, Sr.  
Peter Vaccarelli  
Ronald G. Clark, Sr.  
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 3:00 P.M. by Mrs. Smith with the Pledge of Allegiance. Board members were reminded there are no meetings in July and August.

**Attendance** – See above.

**Approval of May 14, 2019 Meeting Minutes** – Mrs. Fahey MOTIONED to approve the Minutes of the May 14, 2019 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. There was \$59.00 expended from the Brick Sales and Room Naming Opportunities accounts during the period May 1, 2019 through May 31, 2019 for a brick order of one regular 4 x 8 brick from Polar Engraving. Total Brick Sales to date = \$52,060.00, Total Expenses to date = \$29,508.45, Balance in Fund 61 (Brick Sales and Room Naming Opportunities account) = \$22,551.55. He also noted the Treasurer's Reports submitted in February, March and April inadvertently stated Total Expenses as \$22,449.45. This figure should have been \$29,449.45. All other amounts were correct.

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

**Secretary's Report** – Mr. Desmarais read for the record a "thank you" letter dated May 24, 2019 from Toni Sills of the Watertown Art League (attached). The \$100.00 "in kind" gift check will be deposited into the Library Endowment Fund.

Mr. Stowell MOTIONED to approve the Secretary's Report, SECONDED by Mrs. Fahey, unanimous approval.

**Director's Report** – Mrs. LoRusso confirmed that all Board Members received the attached Director's Report, Statistics for May 2019 and June Library Programs and Services and Upcoming Events. "A Universe of Stories 2019 Summer Read" launches June 14, 2019 for children and teens. This program coincides with both the Region 15 summer reading list and the Governor's Reading Challenge (Library walking tour to follow). The featured book for Community Read is Hidden Figures by Margot Shetterly. Books are now available and discussion will take place July 25, 2019 at 1:00 pm. Copies were provided utilizing the State's inner library loan system. Paperbacks were purchased as they are more affordable than hard cover. Hidden Figures was chosen based on the "space, women and diversity" theme.

Friends of the Middlebury Public Library, Inc. - Mrs. Fahey, Liaison attended their annual meeting today (June 11, 2019) at 1:30 pm. She praised the Friends' successes and commented on all the hard work the members do. The following positions have been filled: President – Noreen Corsi, Vice President – Chuck Ubaldi, Treasurer – Karen Stowell, Secretary - Diane Koziol, members at large – Judith Max and Penny McCasland. It has been a very productive year. The audit was completed in May by Judith Max. The Memorandum of Understanding has been updated with this Board. They joined the Connecticut "state level" Friends and attended a meeting focused on fundraising activities. Friends has also provided an updated list of museum passes. Plans and fundraisers for the upcoming year were discussed. Efforts to increase membership continue. The Board will receive copies of the Minutes at next month's meeting along with future meeting dates and agendas. Meeting dates will be posted on the Middlebury Library web site. The public is encouraged to attend.

At 3:10 p.m. Mrs. LoRusso lead all members present on a brief tour throughout the Library to show and explain the various displays crafted by the staff based on the summer read theme (space).

Mr. Desmarais MOTIONED to approve the Director's Report, SECONDED by Mr. Clark, unanimous approval.

**Old Business** – Library Policy Manual

An updated manual including prior suggestions / changes was distributed for review. Among the many sections discussed were the Connecticut History Room, Larkin Room, and Meeting Room Policies. Mrs. Smith requested this manual be further reviewed and discussed in September. It was also suggested that the Library stationary be updated and encouraged Board members provide feedback in September.

Library Board of Trustees  
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**New Business** – None

**Public Comment** – None

**Adjournment** – Mr. Clark MOTIONED to adjourn the meeting at 4:20 P.M., SECONDED by Mr. Desmarais, 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

**THE WATERTOWN ART LEAGUE INC**  
 P.O. BOX 1318  
 MIDDLEBURY, CT 06762

500  
 51-309/111  
 520

*5/18/19*  
 Date

Pay to the Order of Middlebury Library \$ 100.00  
One hundred and 00/100 Dollars

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For *Paul J. Joseph*

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Midland Group TD Bank, N.A.

*5/24/2019*

On behalf of the Watertown art league I want to thank the staff of the middlebury library for the wonderful job you all did helping us put together our annual juried show. You were all kind and helpful to us all. Special thanks to Joanne and Jan. You are a credit to our town of Middlebury. It was a great success.

With great thanks!!

Toni Sills

WATERTOWN ART LEAGUE  
 P.O. Box 1318  
 Middlebury, Ct 06762

*Toni for Library*

To: *Middlebury Library Board of Trustees*

From: *Jo-Ann LoRusso, Director*

RE: Director's Report

June 11, 2019

**Statistics for MAY 2019**

(Chart)

**Library Programs, Services, and Upcoming Events**

(Calendar of Events)

- **A Universe of Stories 2019 Summer Read**  
children, teen, and adult programs throughout the summer
- **Community Read: *Hidden Figures* by Margot Shetterly**  
July 25, 2019 at 1PM  
copies available at library

**Friends of the Middlebury Public Library, Inc.**

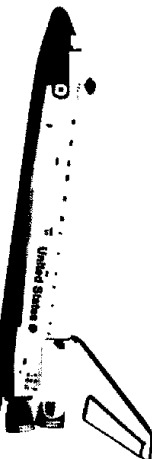
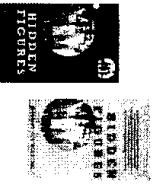
- Annual Meeting Tuesday, June 11, 2019
-

# June 2019

Monday	Tuesday	Wednesday	Thursday	Friday
3 Booktime Signup 12:00-1:00 PM Free Open Reading 12:00-4:00 PM Grades 6-12	4 Wiggles & Giggles 10:30 AM 1 to 2 years old	5 Tudor Time 10:30 AM 3 years old Brown Bag Book Discussion <i>The Killers of the Flower Moon</i> 1:00 PM	6 The Bird Project 10:30 AM 3 years old	7 Summer Reading Begins Stories & Visuals 10:30 AM 2-7 years old New Movie Showing <i>Pete</i> 1:00 PM
10 Wiggles & Giggles 10:30 AM 1 to 2 years old	11 Wiggle's Workstation: Action Figures Foundation: <i>Benvenia</i> 4:30 PM Grades 4-6 Mystery Book Discussion <i>Throne Can Keep a Secret</i> 6:00 PM	12 Tudor Time 10:30 AM 3 years old <i>The Killers of the Flower Moon</i> 1:00 PM	13 Tudor Time 10:30 AM 3 years old	14 Summer Reading Begins Stories & Visuals 10:30 AM 2-7 years old New Movie Showing <i>On the Basis of Sex</i> 1:00 PM
17 Storytime Signup	18 Storytime Signup	19 Storytime Signup	20 Storytime Signup	21 Storytime Signup New Movie Showing <i>The Episode</i> 1:00 PM
24	25 Mardi Gras Book Reading <i>From 1918 to 1919</i> Grades 9-12	26	27 The Moon 6:30 PM	28 New Movie Showing <i>Mate</i> 1:00 PM

## Community Read

**Thursday, July 25<sup>th</sup>**  
**1:00 PM**  
**All ages**  
 Join us for a discussion of *Hidden Figures* by Margot Lee Shetterly. Copies of the book will be available for checkout at the library beginning in June. Readers of all ages are welcome.



	<b>MAY 2019</b>	
<b>Circulation</b>	<b>6077</b>	
<b>Programs</b>	<b>Number of Programs</b>	<b>Number of Attendees</b>
<b>Adult</b>	<b>20</b>	<b>97</b>
<b>Children</b>	<b>18</b>	<b>297</b>
<b>YA (12-18)</b>	<b>0</b>	<b>0</b>
<b>Technology</b>	<b>29</b>	<b>30</b>
<b>Outside Groups</b>	<b>5</b>	<b>156</b>
<b>Program Total</b>	<b>72</b>	<b>580</b>
<b>Study Room Usage</b>	<b>89 Times</b>	<b>147 Participants</b>
<b>Library Cards</b>	<b>3377 Active Cards</b>	<b>47 New Residents</b>
<b>Collection Size</b>	<b>72705</b>	