

**DRAFT MINUTES:**           **Fairfield Board of Library Trustees Meeting**  
**HELD:**                       **April 9, 2012**  
**AT:**                           **Fairfield Public Library**  
                                  **1080 Old Post Road**  
                                  **Fairfield, CT 06824**

**Present:** Trustees: Mr. Robert Frigo, Ms. Kristen Tierney, Ms. Elizabeth Dillabough, Dr. Manyul Im,  
Town Treasurer *ex officio*: Ms. Helen D'Avanzo  
Library Staff: Ms. Karen Ronald, Town Librarian  
Members of the Public: Ms. Lori Kostopoulos

### **1. Call to Order**

Meeting called to order by Mr. Frigo at 7:05 p.m.

### **2. Approval of Minutes Motions**

Motion to approve the March 19, 2012 Fairfield Board of Library Trustees meeting minutes with the following changes was made by Ms. Kristen Tierney. Seconded by Dr. Manyul Im. Mr. Frigo abstained. Changes: add *ex officio* to Town Treasurer title. Item 4 last sentence, delete "estimated at \$252,000." Item 6 third paragraph change "Ms. Sussman" to "Mr. Sussman". Motion approved unanimously.

### **3. Financial/Budget Report**

Discussion regarding the Library Materials line item on the MUNIS report was discussed. MUNIS does not report in real time. Ms. Ronald assured Board that the Library Materials budget was on target. Discussion regarding process for travel and conferences was discussed. Ms. Ronald is required to get approval from the First Selectman on conferences that require an overnight stay. The RTM will be meeting on April 11, 2012 at McKinley School. The Library filed its appeal for reinstatement of \$27,501 to Library Materials budget line item #56180.

### **4. Review of Long Range Plans**

Sub-committee update on Fairfield Woods Branch Project: Mr. Frigo will pursue discussions with Town Officials to determine how to proceed.

Friends of the Fairfield Public Library Report: Friends are considering the idea of getting sponsors for the art shows which are held every six weeks. Sponsors could be town businesses which will provide an opportunity for the Friends of the Library to partner with local merchants. Friends are also considering an orientation day which will be a half day workshop on the Friends of Library members' role in supporting the Fairfield Public Library. A literary luncheon is scheduled for May 2, 2012 at the Patterson Club.

Website: Ms. Ronald and library staff have met with the designer to look at options. A site plan is in place and they are looking at options of what will appear on the home page. Ms. Ronald is pleased with the progress so far and the goal is to have it up and running sometime in July, 2012.

### **5. Library Operations Report**

Ms. Mary Sorhus began work as the new Head, Children's Services on April 2, 2012. She is planning a "Meet Miss Mary" week during school vacation week (April 16<sup>th</sup>). Different programs will be offered for different age groups.

One Book One Town was a great success with over 570 people attending the final presentation by the author, Allan Wolf. Ms. Ronald commended Ms. Dawn LaValle and Ms. Claudia Silk for orchestrating the entire month of activities.

FINRA grant program begins this month with Keynote speaker, Susan Hirshman, author of *Does This Make my Assets Look Fat?: A Woman's Guide to Finding Financial Empowerment and Success*. There are 21 programs planned between now and July on this topic.

#### **6. New Business**

Ms. Mary Ellen McLean and Dr. Manyul Im will be on the Nominating Subcommittee. Names of possible candidates should be forwarded to Ms. McLean or Dr. Im.

#### **7. Adjournment**

Motion to adjourn was made by Ms. Kristen Tierney at 8:40pm. Seconded by Ms. Dillabough. Motion approved unanimously.

Respectfully submitted,  
Lori Kostopoulos  
For Mary Ellen McLean, Secretary  
Fairfield Board of Library Trustees

Date and Location of next meeting:  
Monday, May 21, 2012  
Jennings Room, Fairfield Public Library  
1080 Old Post Road, Fairfield, CT 06824