

**MINUTES  
OF THE REGULAR MEETING OF  
THE BOARD OF LIBRARY DIRECTORS  
MONDAY, MARCH 2, 2020**

**6:30 p.m.**

**Bristol Public Library  
5 High Street  
Meeting Room 3  
Bristol, CT 06010**

**Attendees:** Valina Carpenter, Elizabeth Kanachovski, Andrea Kapchensky, Nicolas Jakubowski, Thomas LaPorte, Pina Salvatore, LaCea Stewart-Roman, Library Director Deborah Prozzo, Council Liaison Brittany Barney.

**Absent:** Bonnie Lodovico, Doreen Rossi

1. Call to Order- **6:35 by director Carpenter**
2. Audience Participation- **None**
3. Approval of Minutes
  - a. February 3, 2020 Regular Meeting- **Beth Motioned, Second by Andrea, unanimously approved.**
4. Communications- **None**
5. Committee Reports
  - a. Finance Committee
    - Email from Atty. Spinella, Susan Sadecki has some questions regarding taking over the trust. Some questions regarding IRS audit. Her question is about terminating the trust, no intentions of doing that due to the amount it will cost. Money will be moved over to Bank of America. 1989 value of trust was 3.9 million and latest tax return shows a value of 1.8 million does Bank of America have any historical information to confirm the decrease of value.
  - b. Property Committee- **None**
  - c. Policy Committee- **None**
  - d. Strategic Planning Committee- Meeting on 4/6 at 5:30pm
6. Ad-Hoc Committee Reports
  - a. Library Director's Report – **Debbie Prozzo**, over all circulation decrease of 8% from last year, seems to be a state wide situation. Good numbers for Reference services, Programing & meeting room attendance. Picking up slowly in Bristol History room. New staff member on board Megan began 2/10/2020. Computer lab position still remains vacant. Computer lab has been busy. Monthly budget report as of February 28, still continue to show high numbers on the revenue side. Shortage on part time wages account, while Jennifer is out. Travel reimbursement will be short this year. Maross Library looks good no issues in any of the department. Trust fund

revenue 2 distribution for this calendar year. Looking to get ipads for staff who go out in the community.

b. City Council Liaison Report- **Brittany Barney**, Historic Preservation Grant Interior Paint.

c. Friends of the Library- **Pina Salvatore**, Book sale was very successful. 4/25 Annual Meeting at 10am in the library.

7. Old Business

8. New Business

(a) Review new invoice from Murtha Cullina regarding Frederick Manross Trust.

Nick made motion, 2<sup>nd</sup> by Pina, passed

9. Adjournment

**7:15pm** motioned LeCea, 2<sup>nd</sup> by Nick, passed.