

**MINUTES:** Fairfield Public Library Board of Library Trustees Meeting  
**HELD:** February 7, 2022 7:00 pm  
**AT:** Virtual (due to the COVID-19 pandemic)  
**Recording:** <https://www.youtube.com/watch?v=BOBOEDDgFHU>

**Present:**

Trustees: Ms. Christina McGowan, Mr. Andrew Minea, Ms. Jill Brown, Mr. Chris Rogers, Mr. Peter Willner

Library Staff: Mr. Scott Jarzombek, Town Librarian, Ms. Jan Fisher, Deputy Town Librarian; Ms. Nancy Sweeney, Branch Manager

Absent: Mr. David Gray (excused), Ex-Officio: Chris Tymniak

Members of the Public: Lori Kostopoulos

**1. Call to Order**

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

**2. Approval of Minutes**

The minutes of January 10, 2022 meeting were reviewed. Ms. McGowan made a motion to approve the minutes as amended. Mr. Rogers seconded. Motion approved.

**3. Space Planning**

Mr. Minea reported no significant changes since the last meeting. The way to track space planning expenses going forward is still under discussion.

**4. Library Report**

Mr. Jarzombek provided a COVID report. The library had some staffing issues due to COVID. The masking in the children's area and programming has been well received. Patrons appear happy to comply.

Strategic Plan and Operations – Mr. Jarzombek reported that the library hours have been extended to 8:00 p.m. Monday through Thursday. The recent weather has impacted the hours and the building but DPW has been attending to these weather related issues.

Curbside pickup is not in high demand at this time but the staff is happy to provide this service. Both locations went live with the self-checkout. It's not in high demand yet, but the expectation is that it will increase.

Programming and Services –

Ms. Fisher reported that there are many programs around the OBOT book, *The House in the Cerulean Sea* by TJ Klune. The author is scheduled to visit the library on March 1, 2022. There are four book clubs around this book. One club had 35 participants on Zoom and 10 in person while another had 30 in person and 4 on Zoom. The library is happy to provide hybrid programming for the patrons.

A reception for the new art exhibit will be on Thursday, February 10<sup>th</sup> from 5:30 to 7:30 p.m.

A program on cat behavior will be on Zoom with 43 participants signed up thus far.

The year- long reading program has 200 people signed up and they are earning their badges.

Children's programming is filled up for in person with a waiting list and the Zoom programs are also doing very well.

The Business Leaders children's program is doing very well and is similar to Junior Achievement. It is for grades 3 through 5 and the students are learning to write a business plan, do marketing, etc.

#### **5. Financial/Budget Report**

Mr. Jarzombek reported that the budget is on track at this time.

#### **6. Treasurer's Report**

Mr. Rogers shared the year end results for 2021. The space planning project may need additional funds later this year to cover the next phase. Discussion ensued.

#### **7. Friends of the Library**

There was no one present from the Friends. Mr. Willner asked Mr. Jarzombek to set up a fundraising meeting with Ms. Leann Ratner to begin discussions.

#### **8. New Business**

Mr. Jarzombek reported that the budget process is underway. He and Ms. Fisher met with the First Selectwoman's staff and then again with the First Selectwoman regarding the library budget. The budget is a 4-6% increase which will add custodial support and increase the materials budget. The library has not received a date for the hearing to the BOF. The public budget session is set for February 26<sup>th</sup> and Mr. Jarzombek asked for a Trustee (s) to attend and speak on behalf of the library.

The community report contains pictures and quotes from patrons and will go in the programming guide. It will also be emailed to the entire library email list as well as shared on social media.

Mr. Willner asked if the library has a policy on banned books. Discussion ensued.

Ms. Brown asked if there is a disaster plan for the library. Discussion ensued.

#### **9. Adjournment**

Ms. Brown made a motion to adjourn the meeting at 7:43 p.m. Mr. Rogers seconded. Motion passed.

Respectfully submitted,

Lori Kostopoulos

For Christina McGowan, Secretary, Fairfield Board of Library Trustees

Date and Location of next meeting:

March 7, 2022 at 7:00 pm  
Webex & audio dial in &  
Fairfield Public Library – 1080 Old Post Road, Fairfield CT 06824  
Rotary Room