

MINUTES: Fairfield Public Library Board of Library Trustees Meeting
HELD: September 12, 2022 7:00 pm
AT: Fairfield Public Library – 1080 Old Post Road, Fairfield CT 06824
Rotary Room
And Virtual (due to the COVID-19 pandemic)
Recording: <https://www.youtube.com/watch?v=G79g5RDot6U>

Present:

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

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

Absent: Ex-Officio: Chris Tymniak (unexcused)

Members of the Public: Lori Kostopoulos, Laurie Quick, Sue Cronin, Linda Midwald, Wanda Brewer.

1. Call to Order

Meeting was called to order by Mr. Minea at 7:09 p.m.

2. Chairman's Report

Mr. Minea reported that he has received great feedback from the community on the summer reading program.

3. Approval of Minutes

The minutes of the July 11, 2022 meeting were reviewed. Mr. Rogers made a motion to approve the minutes. Ms. Brown seconded. Motion passed.

4. Old Business

Mr. Jarzombek provided an update about the Town Charter revision. Mr. Jarzombek reported that all the changes the Board suggested are incorporated in the Charter. It will now go to public vote.

5. Library Updates

Mr. Jarzombek reported that over 200 new library cards were issued in August. The most popular adult book title was *The Hotel Nantucket*. The Children's Librarian, Lauren Sweeney resigned. The department continues to provide programming despite staffing shortages.

Ms. Fisher reported that programming is in full swing at this time. A book club was added at Woods and an evening book club added to Main by request. There is a preparedness program running on September 27th by the Fire Department.

There were over 17,000 wifi sessions in August. A 700% increase from this time last year (2,173) and a 7% increase from last month (16,275). There are over 6,000 unique wifi users a month. Library visits are up 120 % from last year (28,728 vs. 13,070).

Woods visits alone were up 214% (10,845 vs. 3,454).

6. Space Planning

Ms. Fisher informed the Board that the furniture company will be visiting the Library on September 28th to address the issues with the new furniture. Planning for the Phase 3 order will begin on September 29th when the designer visits the Library.

7. Fundraising

Mr. Willner reported that there are no updates at this time.

8. Financial/Budget Report

Mr. Jarzombek reported that we closed out the Town portion of our budget. The budget was underspent in some areas because of reductions in programming and reduced hours to the buildings as well as supplies saved during the shut downs. There are new procedures for spending going forward. Fairfield is in the top five circulating libraries in the state and we are beginning to see a trend toward pre-pandemic numbers. Discussion ensued.

9. Treasurer's Report

Ms. Harrigan reported that VanGuard is transferring names on accounts. Ms. Harrigan met with the VanGuard advisor and will meet quarterly. The accounts are up about 3% since the July meeting. Discussion ensued.

10. Friends of the Library

Ms. Fisher reported that the Friends Annual Meeting will be next week on September 20, 2022. The new officers will be announced and the Friends will present the museum pass funding to the Library. The Food Truck Festival is scheduled for October 2, 2022.

11. New Business

A. Book Challenge: Mr. Jarzombek reported that 6 "Requests for Material Review" forms were submitted for the graphic novel, *Let's Talk About It: The Teen's Guide to Sex, Relationships, and Being a Human* by Erika Moen and Matthew Nolan. There are 65 copies of this book in CT and it received 4-star reviews by Kirkus, Booklist, Publisher's Weekly, and the School Library Journal. The copy in the Fairfield library had 2 circulations with the last being in March 2021. Removing a book is a serious decision. Mr. Minea suggested an ad hoc committee to review the book. Mr. Willner made a motion to form the committee. Ms. McGowan seconded. Motion passed.

Ms. McGowan, Ms. Brown and Mr. Willner volunteered to be on the ad hoc committee to review this book. Mr. Minea asked that the committee meet prior to next month's meeting.

B. Program Policy Draft: Mr. Minea asked the Board to review the draft policy. Ms. Brown made a motion to approve the policy. Mr. Rogers seconded. Motion passed.

C. Year End Statistics and Finance: no discussion

D. Strategic Plan Objectives: Mr. Minea would like to form a committee to review facilities improvements that the Board can finance once the furniture project is completed.

Ms. Brown reported that she has done some research on creating a new website. She has been reviewing design teams and websites and will choose the top 3 teams. Ms. Brown will present

the information to the Board at an upcoming meeting. Then the Board will seek estimates from three companies and create an RFP to include the website and social media presence also. Discussion ensued.

E. Mr. Jarzombek – 1 year assessment in November. Mr. Minea will set up a call for the Trustees prior to the November meeting.

Public Comment:

Several members of the public spoke in regards to the book and provided opinions as to why they believe it should be removed from the library collection.

11. Adjournment

Ms. Brown made a motion to adjourn the meeting at 8:28 p.m. and enter into Executive Session. Ms. Harrigan seconded. Motion passed.

Respectfully submitted,
Lori Kostopoulos for
Christina McGowan, Secretary, Fairfield Board of Library Trustees

Date and Location of next meeting:
October 3, 2022 at 7:00 pm
Webex & In Person
Fairfield Public Library –
1080 Old Post Road, Fairfield CT 06824
Rotary Room