

Jacob Edwards Library

Minutes of December 16, 2014

The Library Trustee meeting of December 16, 2014 began at 12:02 PM. Present at the meeting of were Trustees Gary Bridgman, Robin Weber, Mel Blake, chairman Dick Whitney and Library Director Margaret Morrissey. Tammie Darling was present to record the minutes. The minutes of the November 18, 2014 meeting were read. Mel Blake motioned to approve the November minutes, Gary Bridgman seconded. So voted.

Financial Report-Gary Bridgman distributed a summary of accounts related to the Library with explanations of each account. Gary discussed consolidating a few of the accounts into the endowment account. Margaret Morrissey requested money from the capital account to repair a vent for the elevator which was part of the previous building expansion. Mel Blake motioned to approve up to \$5,000 for the repair. Gary Bridgman seconded, however, he questioned why we are paying for building maintenance with Trustee funds and not Town funds since the building is a public building. So voted.

Under the category of Old Business, the Trustees decided to keep the monthly trustee meeting time the same after discussing a possible change. Gary Bridgman distributed an advertisement for Library Trustee needed. Margaret Morrissey will contact the Southbridge Evening News to have the ad placed in the newspaper. Dick Whitney notified the Trustees that they will review the procedure for choosing a Trustee next month. Regarding the 100th Anniversary book, Leslie Browning has indicated that it will cost approximately \$700 for completion and publication of the book. Gary Bridgman would like to see a contract from Leslie Browning on what exactly will be done for \$700. Margaret Morrissey wrote a RFP to submit to the Town Manager for the ceiling repair. Gary Bridgman motioned for the Literary Volunteers to be allowing to use the Reading Room on April 9, 2015 from 5:30 to 7:30pm and they are responsible for set up and cleaning. Mel Blake seconded. So voted.

Chairman's Report - Dick Whitney notified discussed the memo from the Town Manager regarding the properties located behind the Library. Gary Bridgman is cautiously interested in obtaining 22 Foster Street for \$35,000. The Trustees have interest in the proposal from the Town, but have a few concerns which include: the need to bundle the properties (10 Wardwell and 22 Foster), litigation regarding "taking" of Wardwell house, purchase price of \$35,000 for Foster Street property, Town following through with timely demolition and who maintains the properties in the interim.

Dick discussed a letter from the Board of Library Commissioners regarding State Aid and the method of reporting the expenses in the budget for State Aid purposes.

Director's Report-Margaret Morrissey distributed her report to the Trustees and reviewed various projects and upcoming programs. She also notified the Trustees of the Legislative Breakfast to be held on February 6, 2015.

Robin Weber made a motion to adjourn, Gary Bridgman seconded. The meeting ended at 1:40 PM. The next meeting will be held on January 20, 2015 at 12 pm.