

Jacob Edwards Library

Minutes of February 21, 2012

The meeting of February 21, 2012 was called to order by Chairwoman Joan Menard at 12:08 PM. Present were trustees Dick Whitney, James Puracchio, Seth Lajoie Chairwoman Joan Menard and Library Director Margaret Morrissey. Tammie Darling was present to record the minutes. The January 2012 minutes were read, Dick Whitney motioned to accept the minutes. Seth Lajoie seconded. So voted.

Paula Dacoles was not present, but she sent her Financial Report to the Trustees. The report stated income, expenses and balances of the Bank of America accounts. In her Chairwoman's Report, Joan Menard discussed that she attended the Legislative Breakfast on February 17, 2012. She also discussed the need for the Friends of the Jacob Edwards Library to ask other Friends to advocate for the Library and possibly send a letter to Congress people to further advocate.

Under the category of Old Business, the company "IEEE" would like to honor the field of fiberoptics with a plaque on the Southbridge Common. The event is moving forward and is anticipated to take place in the Fall.

The Policy Review for this meeting was postponed until the next meeting. Margaret Morrissey went over her Library Director's Report, including statistics for November 2010 through January 2011, and the upcoming programs and meetings she has attended.

Under the category of New Business, the Southbridge Downtown Partnership has asked the Library to join as a member. The Trustees agree to fund the fee. Dick Whitney motions to fund the \$35 membership fee, Seth Lajoie seconds. So voted. Also under new business, Joan Menard discussed the long range plan and the possibility of having ad hoc committees. She has focused on five areas:

1. Goal 1, objective 4 – focuses on Southbridge historical materials. Dick Whitney will head up this committee. Joan would like a report by October 2012.
2. Goal 1, objective 5 – focuses on outreach to homebound via marketing, soliciting volunteers. James Puracchio will head up this committee.
3. Goal 3, objective 2 – focuses on Spanish materials, signage, translations, etc. Joan suggested Father Peter for this committee.
4. Goal 4, objective 1 – focuses on analyzing Children's Room space. A meeting is scheduled for March 7, 2012 with a furniture company to discuss the possibilities for the Children's Room. Seth Lajoie will head up this committee. Margaret suggested that the Trustees visit the library in Darien, CT to see their Children's Room. Joan Menard asked Margaret to suggest two other libraries to visit to also see their Children's Rooms.
5. Goal 4, objective 2 – focuses on the plan for physical plant maintenance and the possibility of creating a schedule of maintenance. Joan suggested Paula Dacoles and Gary Bridgman for this committee.

Joan will follow up with Diversified Sign regarding the sign on Main Street for the Library.

James Puracchio motioned to adjourn the meeting at 12:55 pm, Dick Whitney seconded. So voted. The next meeting will be held on March 20, 2012 at 12pm.

Approved at meeting March 20, 2012