

Jacob Edwards Library

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The meeting of May 22, 2012 was called to order by Chairwoman Joan Menard at 12:04 PM. Present were trustees James Puracchio, Dick Whitney, Gary Bridgman, Paula Dacoles, Seth Lajoie Chairwoman Joan Menard and Library Director Margaret Morrissey. Tammie Darling was present to record the minutes. The April 2012 minutes were read, Dick Whitney motioned to accept the minutes. Gary Bridgman seconded. So voted.

Paula Dacoles presented her Financial Report to the Trustees, which stated income, expenses and balances of the Bank of America accounts. Paula also noted that \$12,322.43 was received in state aid, bringing the total state aid received to \$23,314.37. At this time there was no Chairwoman's Report, instead, Joan discussed book recommendations to the Trustees.

Seth Lajoie notified the Trustees that he has contacted Geophysics Laboratories about the possibility of the Jacob Edwards Library obtaining a seismograph and becoming a listening station for earthquakes. Seth Lajoie suggested that the Trustees take a trip to Westboro, MA to see the seismograph. Gary Bridgman stated that he would like additional data regarding the likelihood of being selected for a seismograph site and the responsibilities of housing the unit before taking a trip to actually see the machine.

Under the category of Old Business, the following topics were discussed:

1. IEEE – Dick Whitney stated that plans are ongoing regarding the IEEE event in the fall of 2012.

2. Long Range Plan –

Dick Whitney (historical) – no report yet – Dick has started writing letters to the Historical Society.

Jim Puracchio (Homebound Svs)- has continued to work with Tri-Valley

Peter Joyce (spanish translation)- was not present for the May Trustee Meeting

Seth Lajoie (Children's Room) – No report yet

Gary Bridgman/Paula Dacoles (physical plant) – Gary Bridgman suggested that an inspector be hired to create a punchlist of items that need attention at the Library. Margaret Morrissey stated that she would like to create her own punchlist first.

Also under the category of Old Business, Seth Lajoie suggested that the Trustees plan a trip to a Children's Library the same day they visit the seismograph in Westboro, MA.

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The 100 year anniversary of the Library was discussed at this time. Joan Menard stated that she has a running list of ideas to celebrate the event, including honoring a previous Trustee each month. Dick Whitney suggested that the Library should have programs throughout the year to celebrate, but to make one day a special celebration. Gary Bridgman suggested celebrating with twelve separate monthly events. Paula Dacoles suggested taking a month to honor the Edwards family. Joan will meet with Margaret and Barbara and create a first draft of twelve centennial events.

The Policy Review for this meeting was the Unattended Children's Policy. Margaret Morrissey presented a new draft of the Policy which increases the age to above eight of when a child is allowed to be unattended. Margaret will further discuss this issue with the Staff. Joan Menard suggested that Margaret speak with the Chief of Police.

Margaret Morrissey went over her Library Director's Report, including statistics for February 2011 through April 2012, and the upcoming programs and meetings she has attended. Gary Bridgman left the meeting at 1:07 pm.

Joan Menard made a motion to buy lunch for the Library staff up to \$130 on May 29, 2012 for the migration to the new software. Dick Whitney motioned to approve, Paula Dacoles seconded. So voted. James Puracchio motioned to buy coffee and donuts up to \$50 for the strategic planning meeting/Digital Commonwealth on June 18, 2012. Dick Whitney seconded. So voted.

James Puracchio motioned to adjourn the meeting at 1:15 pm, Dick Whitney seconded. So voted. The next meeting will be held on June 19, 2012 at 12pm.

Approved June 19, 2012