

Jacob Edwards Library

Minutes of November 18, 2014

The Library Trustee meeting of November 18, 2014 began at 12:10 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 October 21, 2014 meeting were read. Gary Bridgman motioned to approve the October minutes, Mel Blake seconded. So voted.

Financial Report-David Maxwell of US Trust was scheduled to attend the meeting, but re-scheduled for a later date. Gary Bridgman will oversee all financial matters relating to the Trustee accounts for one month including reports and reconciliations. A discussion was held regarding spending by the Trustees in response to comments by Town Accountant, Karen Harnois.

Under the category of Old Business, the Trustees discussed a possible change to the meeting time/day. Dick Whitney will call James Dyer on speakerphone for the next meeting, since he is unable to attend. Gary Bridgman suggested an advertisement in the Southbridge Evening News for the vacant Trustee positions. Gary will prepare an ad copy to advertise the opening. A draft copy was circulated on the procedure of filling a vacancy on the Board of Trustees. Regarding the ceiling repair/painting, Margaret Morrissey is putting together a RFP to submit to the Town Manager.

Chairman's Report - Dick Whitney notified the Trustees that the Town Manager stated that the property at 10 Wardwell Court, abutting the Library property, is #5 on the demolition list for the Town of Southbridge.

Director's Report-Margaret Morrissey distributed her report to the Trustees and reviewed various projects and upcoming programs. She also discussed State Aid with relation to the budget. Margaret asked the Trustees for \$10,000 for materials for FY '15. She also discussed a few books in Paula Dacoles' memory.

At this time, the Literary Volunteers joined the meeting to discuss the fact that they want to reserve the Reading Room on April 9, 2015 for an event to recognize tutors and students. The Trustees will discuss at a later time.

Robin Weber made a motion to adjourn, Gary Bridgman seconded. The meeting ended at 1:20 PM. The next meeting will be held on December 16, 2014 at 12 pm.

Approved December 16, 2014