

*Jacob Edwards Library*

**Minutes of September 17, 2013**

Present at the meeting of September 17, 2013 were trustees Gary Bridgman, Robin Weber, Father Peter Joyce, Paula Dacoles, Wesley Stanhope, Chairwoman Joan Menard and Library Director Margaret Morrissey. Tammie Darling was present to record the minutes. The June 18, 2013 minutes were read, Robin Weber motioned to accept the minutes. Gary Bridgman seconded. So voted.

Under the category of old business, the Trustees discussed endowment management. Gary Bridgman would like to note that the Town has custody of the endowment account, but the Trustees have control of the account. Paula Dacoles indicated that she will sign the Bartholomew Funds Transfer Agreement to switch the funds from Bank of America to Bartholomew and forward the necessary Agreement to Dave Maxwell at Bank of America. Regarding the 100<sup>th</sup> Anniversary celebration of the Library, Father Peter Joyce will follow up with the DPW on whether or not a banner can be hung from the Library to the Central Baptist church. At this time, Father Peter Joyce motioned to approve up to \$500 for photographer Patrick Noonan for the 100<sup>th</sup> Anniversary celebration. Robin Weber seconded. So voted.

Paula Dacoles distributed her Financial Report to the Trustees, detailing income and expenses for the Library accounts.

Joan Menard notified the Trustees that she will be resigning from the Chairwoman's position due to the fact that she has moved from the area. Joan met with the Town Manager and discussed another Trustee candidate. The vote for a new Chairperson will take place on October 22, 2013, at the next Trustee meeting.

Margaret Morrissey is in the process of revising the Safe Child Policy and will speak with Robin Weber about further revisions. At this time, Margaret discussed her Director's Report including upcoming programs. Father Peter Joyce motioned to approve \$120 for three nametags for Library staff, Robin Weber seconded. So voted.

Under the category of new business, Joan Menard opined that it is part of the role of the Trustee to attend events at the Library. Joan would like each Trustee to report which event that they attended at the next Trustee meeting. Margaret Morrissey noted that a bench has been ordered for the WRTA bus stop and the Town will install it. Margaret would like a different bench. Father Peter Joyce suggested that Margaret write a letter stating that she doesn't want the bench, but instead wants the money equivalent to put toward a bench of her choosing. Margaret will contact WRTA.

Father Peter Joyce motioned to adjourn the meeting at 1:00 pm, Gary Bridgman seconded. The next meeting will be held October 22, 2013 at 12pm.

Approved 10/22/2014