

Jacob Edwards Library

Minutes of September 27, 2016

The Library Trustee meeting of September 27, 2016 began at 12:07 PM. Present at the meeting of were trustees Gary Bridgman, Robin Weber, Maureen Gullekson, Mel Blake, Jessica Jimenez, Beth Cournoyer, Chairman Dick Whitney and Library Director Margaret Morrissey. Tammie Darling was present to record the minutes.

The minutes of the July 26, 2016 meeting were read. Robin Weber motioned to approve the July minutes, Mel Blake seconded. So voted.

Old Business- Long Range Plan - A group of Trustees made up Jessica Jimenez, Maureen Gullekson, Robin Weber and Margaret Morrissey met in August regarding the long range plan and made decisions regarding the process and timeline of drafting the plan. They distributed the timeline to the Trustees detailing options for a ten month plan and a three month plan. The group notified the Trustees that they will be drafting the long range plan and do not believe they need to hire a consultant. Margaret will notify the MBLC that the process has been started and the long range plan will be completed by June, 2017. Margaret and the library staff will complete the goals and objectives assessment (one goal each month) and report back to the Trustees. Robin Weber motioned that the Trustees vote to create a subcommittee for the long range plan. Mel Blake seconded. So voted.

There was no Financial Report at this time.

Chairman's Report-Dick Whitney notified the Trustees that there will be a fundraiser for Friends of the Jacob Edwards Library on October 14, 2016 at Cannery Hall.

Margaret Morrissey distributed her report to the Trustees and discussed upcoming programs, building maintenance and safety issues. She noted the construction progress on the gutters, facade, foundation and windows. Margaret received an updated bid on camera installation. Maureen Gullekson discussed books and material automatic check systems and the pros and cons.

New Business-Dick Whitney discussed appropriate increased Trustee spending on discretionary items. Gary Bridgman stated that spending four percent of the principal investment typically is conservative. Gary discussed a possible subscription to Lexis/Nexus. Margaret Morrissey will research the cost of the subscription.

Maureen Gullekson made a motion to adjourn, Beth Cournoyer seconded. So voted. The meeting ended at 1:05 PM. The next meeting will be held on October 25, 2016 at 12 PM. Dick Whitney will not be able to attend the October meeting.

Approved October 25, 2016