

Jacob Edwards Library

Minutes of July 20, 2010

The meeting of July 20, 2010 was called to order by Chairwoman Joan Menard at 12:10 p.m. Present were trustees Joan Menard, Seth Lajoie, James Puracchio, Paula Dacoles, Peter Joyce, Dick Whitney, Gary Bridgman and Library Director Margaret Morrissey. Tammie Darling was present to record the minutes. After the June 15 minutes were read, a few changes were noted and Gary Bridgman motioned to accept the minutes of the June 15, 2010 meeting. James Puracchio seconded. So voted.

At this time, Paula Dacoles began her financial report by stating that she had no new information at that time and that she had called Dave Maxwell from Bank of America to get an estimate of income for the new year. Seth Lajoie recommended a back up data system called "Mozy" to Margaret for the Library's data.

Under the Chairwoman's report, Joan Menard began by requesting minutes acceptance for the long range meeting minutes. Peter Joyce motioned to approve the long range minutes, Gary Bridgman seconded. A long range planning subcommittee meeting was scheduled for August 17, 2010. The subcommittee will consist of Gary Bridgman, Dick Whitney and Joan Menard.

Margaret Morrissey went over her Library Director's Report, including statistics for June 2010 and upcoming programs. Margaret provided some information regarding nametags for the Library staff, including pricing. Peter Joyce recommended that each staff person's designation be included under their name on the nametag. Joan Menard asked Margaret to research the cost of just buying nametags vs. the cost of buying the machine that would produce the nametag. In other business, Margaret met with the new Superintendent of Southbridge schools and discussed a liaison between the schools and the Library.

Joan Menard suggested having a service agreement between the Library and the DPW for the landscaping. Trees need to be replaced as well as fencing that needs to be fixed. One tree needs to be uprooted to prepare for a new tree. It is anticipated that a decorative replacement tree will fill the spot.

Under the category of old business, Margaret Morrissey began a discussion regarding the conversion of microfilm to digital images, both historical and current. Margaret would like to start this process by converting what is current for now such as the Southbridge Evening News. A question arose about the Southbridge Evening News contributing in this process, in which they could possibly sell prior years of news through using the Library's technology.

Peter Joyce motioned to adjourn the meeting at 1:25, Gary Bridgman seconded. So voted. The next meeting will be held on September 21, 2010 at 12p.m.