

Jacob Edwards Library

Minutes of June 15, 2010

Prior to the Trustee meeting of June 15, 2010, at 11:45 am, the Trustees attended the dedication of the Raymond Lenti Room with a plaque with the same name on the library staff lounge room in recognition of the years of service to the Library. The meeting of June 15, 2010 was called to order by Chairwoman Joan Menard at 12:15 PM. Present were trustees Joan Menard, James Puracchio, Paula Dacoles, Dick Whitney, Gary Bridgman and Library Director Margaret Morrissey. Jack Lachapelle was also present at the meeting. Tammie Darling was present to record the minutes. Paula Dacoles motioned to accept the minutes of the May 18, 2010 meeting. Dick Whitney seconds. So voted.

At this time, Paula Dacoles began her financial report by stating income and expenses as of June 15, 2010. She also stated that she has reconciled her figures to the bank figures. There was no chairperson's report at this time.

Under the category of old business, Joan Menard discussed the need to form a subcommittee in July to analyze the minutes taken at the long range meetings and establish goals. Joan suggested involving the library staff in this process. Margaret noted that she would share these minutes with the staff, and Ashley would be responsible at the subcommittee meetings to discuss the long range minutes. Joan noted that there is a definite need to identify the unserved and the underserved. The minutes taken at the long range meetings will be reviewed and brought for acceptance at the July 20, 2010 trustee meeting.

Margaret Morrissey went over her Library Director's Report, including statistics for May 2010 and upcoming programs. Margaret provided a quotation for upgrading some of the computers in the library. Dick Whitney motioned to use up to \$20,000 for the computers from the capital account. Paula Dacoles seconded. So voted.

Under the category of new business, Dick Whitney proposed a pilot program with Margaret Morrissey to scan and digitize historical documents. Dick would like to scan and digitize the Southbridge News and make it accessible online. Joan Menard asked Margaret Morrissey to present a proposal for the July or August Trustee meeting regarding the cost of such a project. Paula Dacoles suggested including this project in the long range plan.

Margaret Morrissey has contacted Diversified Signs regarding updating the hanging display of plaques of the Trustees names. The display will be hung in the Mills room. When the hanging display runs out of space, the names will be placed online on the trustee page of the library website.

Gary Bridgman motioned to adjourn the meeting at 1:10, Dick Whitney seconded. So voted. The next meeting will be held on July 20, 2010 at 12pm.