

## *Jacob Edwards Library*

### **Minutes of November 16, 2010**

The meeting of November 16, 2010 was called to order by Chairwoman Joan Menard at 12:05 PM. Present were trustees Joan Menard, James Puracchio, Dick Whitney, Paula Dacoles, Peter Joyce, Gary Bridgman and Library Director Margaret Morrissey. Tammie Darling was present to record the minutes. The October 2010 minutes were read and Gary Bridgman motioned to accept the minutes. Paula Dacoles seconds. So voted. Margaret Morrissey noted a small change to the October 2010 minutes.

Paula Dacoles began her Financial Report by discussing income, expenses and balances of the Bank of America accounts. Margaret Morrissey asks the Trustees for \$10,000 for materials. Peter Joyce motioned to approve the \$10,000 request, Dick Whitney seconded. So voted.

Under the Chairwoman's report, Joan Menard began by discussing a meeting she had with Town Manager Chris Clark regarding capital funding. Joan was told that unless an organization is notified that they will receive funding for capital requests, they will not be approved for capital funding due to the fact that the entire Town's biennial capital budget is only \$150,000. Joan explained that when the Library's capital account is gone, the Town is going to have to bear significant capital costs. Joan also noted that she attended a Friends of the Library/Trustee Meeting and a Mass. Library Meeting. She learned that the Library needs to be a "cool place to be." Joan also notified the Trustees that there is a Trustee file behind the desk at the Library for the Trustees to view.

In the category of Old Business, the Trustees discussed the goals and objectives for the long range plan. The Trustees also reviewed capital requests to see what is currently being spent and what the future holds. Margaret Morrissey provided a worksheet for future requests from capital, which the account currently has a balance of approximately \$60,000. Paula Dacoles expressed concern about some of the capital repairs and why they are not being repaired by the Town and questioned why the Director is contacting contractors when the Town should be handling these matters. Peter Joyce requested that the repairs be prioritized by safety and that the Town Manager needs to outline a procedure for maintenance. Gary Bridgman will send Margaret the definition of a "capital expenditure". Margaret Morrissey asked the Trustees if she could buy a "Nook" for the Library. Peter Joyce motioned to buy a Nook with Trustee money. Dick Whitney seconded. So voted. Gary Bridgman noted that buying the Nook benefits Barnes and Noble. Margaret noted that the Nook is the only e-reader compatible with the Library to download books for free.

Margaret Morrissey went over her Library Director's Report, including statistics for July, August, September and October 2010 and upcoming programs. She mentioned that staff member, Karola Daigle's husband passed away. Peter Joyce motioned to donate no more than \$100 to purchase a book in memory of Joe Daigle. Gary Bridgman seconded. So voted. Margaret also noted the You Tube video with the title "Ghost Town II" which uses 30 seconds of a Jacob Edwards Library video and states "Jacob Edwards Library Production" at the end of the video. Gary Bridgman stated that there appears to be no obvious copyright violation.

Dick Whitney motioned to adjourn the meeting at 1:45 pm, Gary Bridgman seconded. So voted. The next meeting will be held on December 21, 2010 at 12pm. **Approved December 21, 2010**