

Jacob Edwards Library

Minutes of November 17, 2009

The meeting of November 17, 2009 was called to order by Chairwoman Joan Menard at 12:05 PM. Present were trustees Gary Bridgman, Joan Menard, Paula Dacoles, James Puracchio, Dick Whitney and Library Director Margaret Morrissey. Father Peter Joyce arrived at 12:10. Tammie Darling was present to record the minutes.

At this time, the library minutes for the October trustee meeting were read. Gary Bridgman motioned to accept the minutes with a spelling change to correct the new Trustee's last name to "Lajoie". Dick Whitney seconded.

Paula Dacoles began her Financial Report by discussing interest income, expenses and Edwards balances of the Trust accounts. Dick Whitney motioned to approve the reconciling of bank books as approved by Paula Dacoles. Joan Menard seconded.

There was no Chairwoman's report. Under the category of "Old Business", the Town Manager met with Seth Lajoie, the Trustees' recommendation for the new Trustee. Joan Menard will follow up with Town Manager Clark to see that other candidates have been notified that they were not chosen for the position. The next Town Council meeting will be held on 11/30/09, in which the new Trustee appointment will be voted. All current Trustees are encouraged to attend.

Margaret Morrissey distributed her Director's Report with statistics for October 2009. Under the category of technology, an air conditioner and the new server have been installed in the server room. A request has been made to CWMARS to upgrade the capacity of the switches to Jacob Edwards Library. The Thompson bequest money is at the Treasurer's office for depositing when a copy of the will becomes available. Seven candidates were interviewed for the Adult Services position, of which three have been asked to return on 11/23/09 to meet with Senior Staff, a decision will follow soon after. The Children's Library Aide position will be re-advertised, interviews will be set up for the Page position next week. Ethics compliance training has been completed, a few certificates still need to be submitted to the Town Clerk. Margaret attended the Don't Close the Books on Libraries rally and has been elected onto the CMRLS board. A \$500 grant has been awarded from CMRLS. Margaret would like to start the process of requesting money for materials now to ensure a smooth transition from one fiscal source to another prior to fiscal year end 6/10. Paula Dacoles would like to know if there are any repairs the Library currently needs. An interview with Thomas Doughton was published in the Southbridge Evening News following his presentation of Native American Heritage. Upcoming programs and exhibits for December were noted. Margaret may change the time of the Holiday concert on 12/3/09 to 6:00 pm. Paula Dacoles requested that CMRLS write a letter to the Town stating that Margaret has been elected to its Board. Paula motioned to transfer \$10,000 for books, Peter Joyce seconded. So voted.

A Trustee dinner will be held with Bank of America (David Maxwell) on Thursday 1/14/09 at Vienna restaurant in Southbridge.

Trustees signed up to attend various exhibits at the Library for the month of December. Joan Menard distributed a PowerPoint sheet on budgeting. Peter Joyce motioned to adjourn the meeting at 12:55 pm. Gary Bridgman seconded. The next meeting will be held on December 22, 2009, at 12:00 pm.