

Jacob Edwards Library

Minutes of October 20, 2009

The meeting of October 20, 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. Tammie Darling was present to record the minutes.

Joan Menard began her Chair Report by discussing her meeting with the Town Manager. She informed him that the Trustees wish to recommend one candidate for the vacant Trustee position, and then the Town Manager would recommend the candidate to the Town Council. Gary Bridgman proposed recommending one candidate for the Trustee position. Dick Whitney seconded. So voted. Joan also discussed library hours with the Town Manager. The Town Manager was concerned with union issues and stated that the Library's hours should be coordinated with the Union contract.

Margaret Morrissey distributed her Director's Report with statistics for September 2009. Under the category of technology, an air conditioner has been installed in the server room and a new server is on order from Dell. Operating systems will be upgraded to Vista and then to Windows 7 when acceptable to the network. The Library now has live capability from Charter Communications. Interviews were conducted on 10/19/09 with the five candidates for the Trustee position. The Chester B. Thompson bequest of \$14,347 has arrived. Gary Bridgman motions that the Trustees endorse the check and deposit it into the Endowment Fund controlled by the Trustees and then notify the Town of Southbridge (Mindy). Dick Whitney seconded. Joan Menard will write a memo to the Town notifying them of the deposit. Thirty-six new postings were added to Digital Treasures, the State Aid Financial report was submitted and Margaret attended various meetings with Center of Hope, Quinsigamond Community College and Holy Trinity. Training certificates were handed out by Margaret to the Trustees to fill out to return to the Town regarding the conflict of interest requirement. Upcoming programs and exhibits for November were noted.

Paula Dacoles began her Financial Report by distributing a booklet of various bank accounts and balances as well as expenses and income projections. She also distributed a paper on how donations to the library are to be handled. Paula noted that she would like to see less books purchased and more funds used for technology.

Under the category of old business, the interviews were conducted for the new Trustee position. Joan Menard recommended Seth Lajoie for the position. Dick Whitney motions that the Trustees put forth Seth Lajoie's name to the Town for consideration as Town Trustee. James Puracchio seconded. So Voted. At this time, the minutes of the September 22, 2009 meeting were passed out and read. Gary Bridgman motioned to accept the minutes, Joan Menard seconded. So voted.

Trustees signed up to attend various exhibits at the Library for the month of November. Joan Menard noted that the wooden Library sign needs to be refurbished. Margaret has contacted someone to fix the sign and is awaiting a quote. Joan would like to discuss with the Friends of Jacob Edwards Library spending \$100 for flowers. Margaret stated that she will discuss the flowers with the Friends.

Dick Whitney left the meeting at 1:10. Gary Bridgman motioned to adjourn the meeting at 1:35 pm. Paula Dacoles seconded. The next meeting will be held on November 17, 2009, at 12:00 pm.