

Jacob Edwards Library

Minutes of December 20, 2011

The meeting of December 20, 2011 was called to order by Dick Whitney as presiding chairman at 12:07 PM. Chairwoman Joan Menard was not present. Present were trustees Dick Whitney, Paula Dacoles, James Puracchio, Seth Lajoie, Peter Joyce and Library Director Margaret Morrissey. Tammie Darling was present to record the minutes. The November 2011 minutes were read, Seth Lajoie motioned to accept the minutes. James Puracchio seconded. So voted.

Paula Dacoles discussed her Financial Report by stating income, expenses and balances of the Bank of America accounts. Dick Whitney clarified that the \$2,000 received from the Bousquet Estate will be used toward the purchase of a new scanner. The remaining money for the scanner will come from the capital account. A discussion then took place regarding the necessary protocol according to IRS regarding gifts.

There was no chairwoman's report at this time. In the category of Old Business, the Trustees were reminded to take the required ethics test online, if they had not yet done so.

A discussion took place regarding the Library's wireless policy. Margaret distributed the current policy. The proposed change was to substitute the current mission statement with the mission statement from the Long Range Plan 2011. Peter Joyce motioned to accept all changes in accordance with the Long Range Plan of 2011. Seth Lajoie seconded. So voted.

Margaret Morrissey went over her Library Director's Report, including statistics for September 2010 through November 2011, and the programs and meetings she has attended. Margaret also asked the Trustees to help out financially with the upcoming Legislative Breakfast to be held on 2/17/12. The Trustees agreed that they would vote on helping financially with the breakfast at the January 2012 meeting, when Margaret brings the Trustees a proposal for the cost. Paula Dacoles mentioned that she would like to see Town Manager Clark speak at the event.

Under the category of New Business, a vote took place on how to handle the gift of shares of stock from Dr. and Mrs. Easterly. First, Peter Joyce made a motion to accept the gift of the shares of stock on behalf of the Friends of the Jacob Edwards Library. Seth Lajoie seconded. So voted. Second, Peter Joyce made a motion to sell the stock at its value and for the money to be put in the Trustee's bank account for the benefit of the Friends of the Jacob Edwards Library in accordance with the terms of the bequest. Seth Lajoie seconded. So voted. A thank you letter will be mailed to the donor acknowledging the gift stating the value realized by the sale.

Peter Joyce motioned to adjourn the meeting at 1:15 pm, James Puracchio seconded. So voted. The next meeting will be held on January 17, 2012 at 12pm.

Approved January 17, 2012