

## *Jacob Edwards Library*

### **Minutes of March 20, 2012**

The meeting of March 20, 2012 was called to order by Chairwoman Joan Menard at 12:07 PM. Present were trustees James Puracchio, Gary Bridgman, Paula Dacoles, Seth Lajoie, Chairwoman Joan Menard and Library Director Margaret Morrissey. Tammie Darling was present to record the minutes. The February 2012 minutes were read, Seth Lajoie motioned to accept the minutes. Joan Menard seconded. So voted.

Paula Dacoles presented her Financial Report to the Trustees, which stated income, expenses and balances of the Bank of America accounts. At this time Paula Dacoles motioned to accept that the Trustees award staff member Corinna a \$100 gift certificate to Vienna Restaurant plus the gift of flowers to celebrate 25 years of working at the Library. James Puracchio seconded. So voted.

In her Chairwoman's Report, Joan Menard discussed that she has spoken to Brimfield Sign regarding signage for upcoming events at the Library. Brimfield Sign suggested that the outside of the Library does not tell the story of what is on the inside. He suggested a few ideas, such as adding on to the current sign to notify the public that the Library has Wi-Fi. Seth Lajoie stated that an LED sign would be his choice for a sign to notify the public of upcoming events. Joan Menard suggested encasing a LED sign in a traditional setting. Paula Dacoles suggested that the sign should not appear "too commercial."

Under the category of Old Business, no reports were presented on the Long Range Plan ad hoc committees. The Trustees discussed visiting a Children's Library closer than Darien, CT to see the set up of other Children's Libraries. Joan and Margaret met with the furniture saleswoman for the Children's Library. She made suggestions and will follow up with Joan and Margaret with a report.

The Policy Review for this meeting was the Unattended Children's Policy. The Trustees will review the Policy and report back at the next meeting. Margaret Morrissey went over her Library Director's Report, including statistics for December 2010 through February 2011, and the upcoming programs and meetings she has attended.

Joan Menard motioned to adjourn the meeting at 1:00 pm, Gary Bridgman seconded. So voted. The next meeting will be held on April 17, 2012 at 12pm.

At this time, the Trustees presented Corinna with the gift certificate and flowers to celebrate her 25 years at Jacob Edwards Library.