

*Jacob Edwards Library*

**Minutes of October 16, 2012**

The meeting of October 16, 2012 was called to order by Chairwoman Joan Menard at 12:07 PM. Present were trustees Gary Bridgman, James Puracchio, Father Peter Joyce, Chairwoman Joan Menard and Library Director Margaret Morrissey. Tammie Darling was also present to record the minutes. The September 2012 minutes were read, Peter Joyce motioned to accept the minutes. Gary Bridgman seconded. So voted.

There was no financial report since Paula Dacoles was not present. The Chairwoman's report centered around the topic of fiduciary responsibility. Joan Menard suggested that the Trustees choose a fiduciary to handle the Bank of America accounts since the fiduciary would not make a commission on trades. Gary Bridgman stated that Bank of America is a Trustee and has a fiduciary duty to invest the money. Gary will call Wells Fargo/Robert Cotter to determine if they are a fiduciary with regard to the endowment account. Gary will not make any other calls to other investment firms at this time.

Under the category of Old Business, the following topics were discussed:

1. Geo monitoring – Seth Lajoie was not present, so no discussion took place regarding geo monitoring.
2. Long Range Plan –

Dick Whitney (historical) – There will be a meeting of the 200<sup>th</sup> anniversary of the Town of Southbridge on 9/27/12 at the Library.

Jim Puracchio (Homebound Svs)- There is no update at this time.

Peter Joyce (spanish translation)- There is no update at this time.

Seth Lajoie (Children's Room) – Joan Menard would like to visit the Children's Room at the Darien, CT and Wilmington, MA libraries. Joan and Peter Joyce will arrange the trips to each library.

Gary Bridgman/Paula Dacoles (physical plant) – The Town Manager has spoken to Tom Daly regarding using the capital fund for physical plant maintenance. Margaret Morrissey mentioned that the Long Range Plan needs to be updated annually.

Also under the category of Old Business, Joan Menard distributed a printout to the Trustees with monthly themes and activities for the 100 year anniversary. A discussion took place on whether or not some of the monthly themes would have to be changed to different months due to weather, etc. Father Peter Joyce suggested that a logo would be a good idea for the 100 year anniversary. Joan Menard drew a logo suggestion on the dry erase board that read "The Community Place to Be 1914-2014 and Onward". There was no policy review for this meeting. Margaret Morrissey summarized her Library Director's Report, including the upcoming programs and meetings she has attended.

James Puracchio left the meeting at 1:00 pm. The meeting ended at 1:15 pm. There were not enough Trustees to constitute a quorum. The next meeting will be held on November 20, 2012 at 12pm.

Approved November 20, 2012