

## *Jacob Edwards Library*

### **Minutes of June 17, 2014**

The Library Trustee meeting of June 17, 2014 began at 12:04 PM. Present at the meeting of were Trustees Gary Bridgman, Robin Weber, James Dyer, Peter Joyce, Mel Blake, chairman Dick Whitney and Library Director Margaret Morrissey. Paula Dacoles was not present and there was no financial report. Invited guests that were also present include Karen Harnois and Melinda Ernst-Fournier from the Town of Southbridge and Charles Patterson and Joshua Paul from Bartholomew & Company. Tammie Darling was present to record the minutes. The minutes of the May 20 meeting were read. Robin Weber motioned to approve the May minutes, Gary Bridgman seconded. So voted.

At this time, Joshua Paul and Charles Patterson from Bartholomew & Company distributed portfolios for review to the Trustees and discussed investment strategy. All investments will be in compliance with the legal list by June 30. Karen Harnois questioned the status of the Investment Policy, which, at this time, still needs to be voted on.

Under the category of old business, Gary Bridgman motioned that two signatures are all that are required for approval of payment for amounts under \$500 prior to a Trustee meeting, of which those invoices will be reviewed at the following meeting and the two signatories will be Gary Bridgman and Dick Whitney. Mel Blake seconded. So voted.

Father Peter Joyce announced that he is resigning as Town Trustee as of June 18, 2014.

Gary Bridgman motioned that Dick Whitney be named Chairman, instead of interim Chairman. Father Peter Joyce seconded. So voted.

Regarding the book about Jacob Edwards Library, Dick Whitney informed the Trustees that he provided the author with revisions and notes about the book on June 16, 2014. Dick notified the Trustees that they would be given a final copy of the book by July 9, 2014. Margaret Morrissey has contacted a few editors to see if they are interested in editing the book. Father Peter Joyce also recommended his niece for editing.

In preparing to leave, Tammie mentioned that she was unable to attend the next meeting scheduled for Tuesday, July 15, 2014. A quick discussion determined to hold the meeting as scheduled and solicit a volunteer to take the minutes of the meeting. Gary Bridgman volunteered.

At 1:05 PM, Gary and Tammie left the meeting. The following minutes were transcribed by Peter Joyce who volunteered.

Chairman Dick Whitney brought up the need for Trustees to attend regularly scheduled Library events as a presence and visible support to the staff and programs of JEL. Margaret shared that she had sent an email with a link to an electronic calendar of library activities. Jim shared that it was easy to link it to one's Outlook account and have the information easily accessible. Robin offered to be present for an upcoming event on June 26<sup>th</sup>.

Next, Dick raised the issue of the time capsule as an event of the JEL Centennial. He had delegated the detail of cost and specifics for the capsule to Margaret and her staff. Director Margaret Morrissey shared that they can run around two to three thousand dollars at various sizes, shapes and materials. She questioned the value of this investment for something that literally goes in the ground when so many are struggling in our economy. Suggestion was to hold any decision and try and determine the cost and purpose of a time capsule before making a decision for or against. The intent is that it would be buried in the garden. Margaret shared that the family of Florida Tarquinio had allowed her to take some items from her estate to be used in the garden. The family was pleased that some of Florida's belongings would be repurposed at the JEL.

Margaret submitted her written monthly report, highlighting the samples to be completed for the ceiling in the Reading Room and a thousand dollars as a grant from the Borgatti Trust Fund.

Dick shared that he had been copied on a negative exit statement from a former employee who is now employed elsewhere and he felt that he should advise the Board. The Board felt that there was no action at this time that it needed to pursue.

Jim made a motion to adjourn, Robin seconded. The meeting ended at 1:25 PM.

The next meeting will be held on July 15, 2014 at 12 pm.

Approved July 15, 2014