

***Jacob Edwards Library***

**Minutes of March 31, 2015**

The Library Trustee meeting of March 31, 2015 began at 12:05 PM. Present at the meeting were Trustees Gary Bridgman, Robin Weber, Mel Blake, Beth Cournoyer, Chairman Dick Whitney and Library Director Margaret Morrissey. Tammie Darling was present to record the minutes. Dick Whitney welcomed Beth Cournoyer to the Board of Trustees.

The minutes of the February 24, 2015 meeting were read. Gary Bridgman motioned to approve the January minutes, Mel Blake seconded. So voted. Gary Bridgman gave a brief overview of Trustee bank accounts to Beth Cournoyer.

Under the category of old business, the property at 22 Foster Street has been sold and the property at 10 Wardwell Court will be demolished. The 100 year anniversary book about the Library is in final stages. Photos are being selected at this time.

Chairman's Report-Dick Whitney notified the Trustees of the Literary Volunteers Evening of Recognition April 9, 2015.

Margaret Morrissey distributed her report to the Trustees and discussed various issues with building maintenance. Various quotes were presented to the Trustees for building maintenance totaling approximately \$10,000. Gary Bridgman would like to approach the Town of Southbridge with these expenses. Robin Weber motioned to approve funding of \$725 for sprinkler repair. Mel Blake seconded. So voted. Robin Weber motioned to approve funding for HVAC sensor repair totaling \$2,816. Mel Blake seconded. So voted. Margaret discussed the elimination of the Library Assistant position and suggested self-checkout in the future if the position is not filled. Following discussion of staff training at Margaret's suggestion, Gary Bridgman motioned to purchase pizza for the staff for the half day of training. Mel Blake seconded. So voted. Margaret reminded all Trustees to complete ethics training.

Gary Bridgman motioned to contribute \$500 to the Thames River Basin project, which focuses on the history and protection of the reservoir. There was no second on the motion. Robin Weber motioned to decline the request to provide support to the Thames River Basin project. Beth Cournoyer seconded. So voted.

Gary Bridgman made a motion to adjourn, Mel Blake seconded. The meeting ended at 1:05 PM. The next meeting will be held April 28, 2015 at 12 pm. The May meeting has been changed to May 26, 2015.

Approved April 28, 2015