

*Jacob Edwards Library*

**Minutes of November 27, 2018**

The Library Trustee meeting of November 27, 2018 began at 12:07 PM. Present at the meeting of were Trustees Jessica Jimenez, Mel Blake, Robin Weber, Maureen Gullekson, Beth Cournoyer, Dick Whitney and Library Director Margaret Morrissey. Tammie Darling was present to record the minutes.

The minutes of the October 2018 meeting were read. Maureen Gullekson motioned to approve the minutes, Mel Blake seconded. So voted.

Financial Report - There was no financial report at this time. Gary Bridgman will present a financial report at the next meeting, which will include income/expense figures from the Town of Southbridge. Dick Whitney asked the Town of Southbridge for a summary of balances, which he hopes can be given to the Trustees on a quarterly basis.

Chairman's Report- Dick Whitney spoke with Jim Dyer regarding a referral for an agency that the Library could use to update brochures, etc. Margaret will follow-up with the Westboro Library regarding their new marketing project.

Director's Report- Margaret Morrissey distributed her report and discussed building maintenance and upcoming programs at the Library. Police officers continue to walk through the Library and discuss various safety concerns with Margaret.

Old Business - Margaret had a discussion with Paul Van Camp from the Southbridge Trails Committee regarding the Storywalk Project on the Heritage River Walk Trail. Maureen Gullekson suggested that the Trustees invite Mr. Van Camp to attend a Library Trustee meeting and provide a brief 15 minute presentation so that he can clearly indicate what he is asking of the Library regarding the Storywalk Project.

New Business – Memorial Gift Policy – Margaret will provide a draft of the Policy for the next Trustee meeting.

Beth Cournoyer made a motion to adjourn, Mel Blake seconded. So voted. The meeting ended at 12:37 PM. The next meeting will be held on December 18, 2018 at 12:00 PM.

*Approved*