

# Thomas Memorial Library Board of Trustees

Minutes of meeting: Thursday, November 19, 2009 @ 6:30 P.M.

## In Attendance:

Ed Nadeau, *Secretary*

Pat Bredenberg, Virginia Cantara, Nancy Marshall, Nancy O'Sullivan and Jessica Sullivan, *Trustees*

Jay Scherma, *Library Director*

## Absent:

Robert Chatfield, *Chair*

## Agenda:

**Note:** Due to the absence of Rob Chatfield, Nancy Marshall was selected to chair this meeting.

1. **Call to order:** 6:32 P.M. **Nancy Marshall**

2. **Approval of Meeting Minutes:**

**Motion:** Accept minutes of the October 15, 2009 meeting.

**Result:** Unanimously approved

3. **Library Director's Report (October 2009)** **Jay Scherma**

4. **Old Business:**

**A. Joint meeting with TMLBoT, TML Foundation and fund raising consultants.**

- Nancy Marshall distributed a draft agenda prepared by the fundraising consultants. A final agenda will be distributed to joint meeting attendees.
- TMLSC members Penny Olsen and Norm Jordan will also be invited to attend.
- Contact Wendy Derzawiec to determine if she can recommend someone to digitally record joint meeting.

**B. Strategies for educating the Cape Elizabeth community.**

- Possible strategies were discussed, including but not limited to:
  - Encourage letters to the Cape Courier from different TML constituencies.
  - Create logical groupings of the 102 deficiencies. Write informational articles for the Cape Courier.
  - Post renderings in TML lobby.
  - Reduce final report to a one page summary.
  - Produce summary of economic pros and cons.
  - Summarize common objections, and produce an information sheet addressing these concerns.
  - Create and promote "catch phrases".
  - Place suggestion box in TML lobby.

**C. Recycling bin replacement, update: Ed Nadeau**

- Bob Malley is working on selecting an appropriate replacement, with Jay's guidance.
- Ed will follow-up to determine status.

5. **New Business:**

**A. Jessica Sullivan's election to Town Council**

- Congratulations from the Board of Trustees.
- Her term on the Board will end in December.

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## New Business: (continued)

### B. Proposed revision to Circulation policy.

- It has been proposed that book lending period be extended from 2 to 3 weeks.
- Discussion tabled until January meeting.

### C. Minerva

- Minerva has established a 15 item limit on "holds".

## 6. Parked items: (none)

7. **Meeting:** Our next meeting is scheduled for Thursday, December 17 @ 6:30 P.M.  
This is the Joint Meeting with TMLF and fund raising consultants.  
Agenda to follow.

8. **Adjournment:** 7:55 P.M.