

# Thomas Memorial Library Board of Trustees

Minutes of meeting: Thursday, June 17, 2010 @ 6:30 P.M.

## In Attendance:

Robert Chatfield, *Chair*

Ed Nadeau, *Secretary*

Jennifer Healy, Nancy O'Sullivan, and Michael Moore, *Trustees*

Jay Scherma, *Library Director*

## Absent:

Nancy Marshall

## Agenda:

1. **Call to order:** 6:48 P.M.

**Rob Chatfield**

2. **Approval of Meeting Minutes:**

**Motion:** Accept minutes of the May 18, 2010 meeting.

**Result:** Unanimously approved.

3. **Library Director's Report (May)**

**Jay Scherma**

- Circulation numbers have fallen as predicted since the onset of our new circulation periods. Patron numbers seem to be remaining consistent with previous usage patterns.
- Susan Sandberg accepted a position in the South Portland public library system. Her last expected date of employment is July 5<sup>th</sup>. Jay will evaluate current staff and propose a reorganization plan.

4. **Old Business:**

A. Building related action items from workshop w/ Town Council:

**Jay Scherma**

- Awaiting direction from Town Manager and Town Council.

B. Focus Group Action Committee:

**Nancy O'Sullivan**

- The FGAC met prior to this meeting.
- Jennifer put together two paint swatch pallets for consideration. Jennifer will review them with staff to get their input.
- Jennifer made a visit to Portland Public Library (PPL). She took photos and described the following patron information tools: Information board at entrance, PPL Floor plan handout, and Friends of PPL brochure.
- The next meeting is scheduled for 6:00 July 15, just prior to the next TMLBoT meeting. The FGAC Meeting will continue after BoT meeting if necessary. All Trustees are welcome to attend.

C. Education Committee:

**Ed Nadeau**

- The committee will meet to begin to gather examples of how a new library will be different than current facilities.

D. Nominees to fill 2 vacancies on TMLF Board of Directors

**All**

- Jennifer Baldwin has expressed an interest in an appointment to the TMLF Board of Directors to Nancy Marshall.

**Motion:** Nominate Jennifer Baldwin to the TMLF Board of Directors.

**Result:** Unanimously approved.

- Each Trustee is asked to continue to identify viable candidates and discuss their level of interest to be considered for such a nomination.

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## **5. New Business:**

### A. Virginia Cantara resignation:

- Jay has confirmed that Virginia has resigned. We thank her for her service, and a speedy return to good health.
- Ken Piper has expressed an interest in serving the Library. Ed contacted him to discuss the possibilities of serving on the Board of Trustees or the Foundation Board of Directors. Ken expressed an interest in an appointment to TMLBoT. He attended this meeting to get a feel for the nature of the post. He will complete a Boards and Commissions appointment application to initiate the appointment process.

### B. Rob Chatfield, pending resignation:

- Rob has accepted a teaching position in Senegal. Therefore, he has announced his intention to resign prior to his September 1<sup>st</sup> departure.

**6. Meeting:** Our next meeting is scheduled for **Thursday, July 15, @ 6:30 P.M.**

**7. Adjournment:** 8:11 P.M.