

Thomas Memorial Library Board of Trustees

Minutes of meeting: Thursday, September 16, 2010 @ 6:30 P.M.

In Attendance:

Nancy Marshall, *Interim Chair*

Ed Nadeau, *Secretary*

Jennifer Healy, Kate Mitchell, Michael Moore, Nancy O'Sullivan, and Ken Piper, *Trustees*

Jay Scherma, *Library Director*

Agenda:

1. **Call to order:** 6:31 P.M.

Nancy M.

2. Library Building Project:

- Michael McGovern, Town Manager and Jessica Sullivan, Town Councilor were in attendance to discuss the "Next steps".
- Nancy Marshall provided a recap of the work of the Study Committee.
- At a Workshop with the Town Council in February, the TMLBoT was granted authorization to go ahead with the following 3 tasks (included are the related activities to date):
 - 1) Proceed with a Public Education and Awareness Program.
(An Education Subcommittee has been formed to explore options.)
 - 2) Obtain a quote from Casaccio Architects for components/costs of a next level design.
(Jay has obtained a proposal from Casaccio Architects which has been forwarded to the Town Manager.)
 - 3) Explore a fundraising study & potential for success.
(Several candidates have been identified. Proposals have not yet been requested.)
- The Town Council has allocated \$50,000 in the Capital Improvements Budget to fund the aforementioned tasks.
- Upon completion of the discussion with the Town Manager & Councilor Sullivan, the Board conducted a straw poll. We unanimously agreed that we would go forward with these tasks, recognizing that given economic realities it will be a "long slog".
- It was agreed that the Public Education and Awareness Program needs to be defined before we can effectively commit any of the funds allocated by the Council. (See 6.B.)

3. Welcome New Members:

- **Kate Mitchell** and **Ken Piper** have been appointed to the TMLBoT by the Town Council.
- The Board appreciates their willingness to serve, and enthusiastically welcomes them aboard.

4. Approval of Meeting Minutes:

Motion: Accept minutes of the July 15, 2010 meeting.

Result: Unanimously approved.

5. Library Director's Report (July & August)

Jay

- Deferred until October meeting.

6. Old Business:

A. Focus Group Action Committee:

Nancy O.

- Community Room has been repainted. Thank you Jennifer for your work coordinating the color selections.
- Rainbow Construction has relocated the story hour fireplace.
- Customer Service training for the library personnel has been scheduled for 10/6.
- Nancy O. continues to explore replacement poster options for the fireplace windows.

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B. Education Committee:

Nancy M.

- The Education Committee has been expanded to include the entire TMLBoT.
- Nancy M. will lead the newly expanded committee. She will propose meeting dates and schedule the next meeting.

C. Nominee to fill 1 vacancy on TML Foundation Board of Directors:

All

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

D. MORC update:

Nancy M.

- MORC is scheduled to meet on 9/23 @ 7:00 PM. If available, it is recommended that we attend this meeting. If able to do so, please notify Nancy M. via email.

7. New Business:

A. Address the Town Council's new Communication Strategy in particular Section II, Paragraph B.

- The Secretary will review the language used by the Town Council and propose a strategy for TMLBoT.

8. Meeting: Our next meeting is scheduled for **Thursday, October. 21, @ 6:30 P.M.**

9. Adjournment: 8:35 P.M.