

Thomas Memorial Library Board of Trustees
Minutes of meeting: Thursday, October 21, 2010 @ 6:30 P.M.

In Attendance:

Nancy Marshall, *Interim Chair*
Ken Piper, *Trustee proxy for Ed Nadeau, Secretary*
Jennifer Healy, Kate Mitchell, Michael Moore, and Nancy O'Sullivan, *Trustees*
Rachel Davis, *Children's Librarian proxy for Jay Scherma, Library Director*

Absent:

Ed Nadeau and Jay Scherma

Agenda:

1. **Call to order:** 6:34 P.M. **Nancy M.**
2. **Approval of Meeting Minutes:**
 - Motion:** Accept minutes of the September 16, 2010 meeting.
 - Result:** Unanimously approved.
3. **Library Director's Report (July, August & September)** **Jay**
 - The Trustees ask that Jay double check the circulation numbers for July and June.
4. **Old Business:**
 - A. **Focus Group Action Committee report** **Nancy O.**
 - Nothing to report. Plan to get together before next Trustees meeting.
 - B. **Education Committee** **Nancy M.**
 - The Education Committee has concluded that it is, and should be the entire Board of Trustees.
 - Discussed first Cape Courier article and proposed edits. Need circulation growth numbers. Deadline on Tuesday 10-26 at Noon.
 - Discussed handling questions/suggestions from the community via the TML website.
 - Discussion of next article (major findings of the Library Study Report). Jennifer will work on, possibly with Ed, over the next two weeks.
 - C. **Nominees to fill 1 vacancy on TMLF BoD** **All**
 - Motion:** Nominate Ed Nadeau to the TMLF Board of Directors.
 - Result:** Unanimously approved.
 - D. **MORC Update** **Nancy M.**
 - MORC has decided to vote itself out of existence, and will give final report back to the Town Council.
 - E. **Communication Strategy proposal** **Ed**

Citizen Participation at Meetings & Workshops

TMLBoT Meetings and workshops: The purpose of the monthly meeting and the occasional workshop is primarily for the Board of Trustees to conduct the business of the Board in accordance with its Charter and by-laws. Prior to Board discussion on any item, members of the public may speak on each agenda item for not more than three minutes each and up to a total of 15 minutes. If there are more speakers than the time available, the Chair may allocate the speaking time in order to balance the debate. The public participation portion shall conclude when the Board of Trustees begins its discussions.

Motion: Motion to approve Communication Strategy proposed text and submit to Town Council.
Result: Unanimously approved.

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5. New Business:

- Rachel discussed the new hires for the library that come to us from Curtis Memorial Library in Brunswick and Evanston Public Library in Evanston, IL.

6. Meeting: Our next meeting is scheduled for **Thursday, November 18, @ 6:30 P.M.**

7. Adjournment: 7:20 P.M.