

Thomas Memorial Library Board of Trustees
Minutes of meeting: Thursday, February 17 2011, @ 6:30 P.M.

In Attendance:

Jennifer Healy, *Chair*

Ken Piper, *Secretary*

Nancy O'Sullivan, Stephen Owens, RuthAnne Haley and Molly MacAuslan, *Trustees*

Jay Scherma, *Library Director*

Bill DeSena, *Citizen*

Agenda:

1. **Call to order:** 6:38 P.M. **Jennifer**
2. **Welcome** **Jennifer**
 - The Board of Trustees welcomed a member of the public who identified himself as Bill DeSena.
3. **Approval of Meeting Minutes:**
 - Motion:** Accept minutes of the January 20, 2010 meeting.
 - Result:** Unanimously approved.
4. **Library Director's Report (January 2011)** **Jay**
 - Circulation numbers lower than previous year but increased over previous month. Volume shows TML remains a strong lending library.
 - Facilities: lighting being replaced with more efficient fixtures; adult library being repainted; mock redesign of the circulation desk was found to have many functional problems; acid leak in backup lighting luckily discovered by staff before closing.
5. **Old Business:**
 - **Focus Group Action Committee (FGAC) report** **Nancy O.**
 - No Committee meeting since last Board meeting.
 - Nancy mentioned she is seeking a response regarding the art work for the Story Time façade.
 - **Education Committee**
 - No Committee meeting since last Board meeting.
 - The Board decided to dissolve this Committee and undertake its mission as the Board of Trustees.
6. **New Business:**
 - Stephen Owens will produce and deliver the 2011 Work Plan to the Town Council before the March 1st deadline.
 - The Board discussed the Cape Courier article regarding the proposed Capital Improvement Plan for 2012-2016 and its implications for the library: repairs, energy and boiler work.
 - The Board discussed future Cape Courier articles with a human interest theme.
 - Jennifer will contact the Cape Courier to see what the photo release guidelines are.
 - Nancy is in the process of scheduling an interview with a senior. The article will be finished for the April 22 Courier deadline. Molly will assist her with this article.
 - Ken will work on an article highlighting Story Time and preschoolers' use off the library
 - Jay mentioned that Rachel has a photograph of the congested Young Adult room.
 - A discussion was initiated on hosting TML Info nights as part of an ongoing educational campaign. Jennifer said the sign at the Recycling Center could be used. It was suggest that Jay would make an excellent speaker for the event given his knowledge of the history of the TML and his vision of its future.
 - A discussion was started about using Cape Community TV for the educational campaign. Jennifer mentioned that we may need some help using their equipment. It was suggested that perhaps a high school student could assist us with the production.
 - Two motions were made after extensive discussion:

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Motion: Recommend to the Manager that the proposal submitted by Casaccio Architects on 3/15/10 and reaffirmed by that firm on 2/1/11 be accepted.

Result: 4 Yes, 1 No, 1 Abstention & 1 Absent.

Motion: Ask Library Director to inform Town Manager regarding above decision.

Result: Unanimously approved.

7. Meeting: Our next meeting is scheduled for **Thursday, March 17, 2011 @ 6:30 P.M.**

8. Adjournment: 9:16 P.M.

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.