

**Thomas Memorial Library Board of Trustees**  
**Minutes of meeting: Tuesday, May 31, 2011 at 6:30 P.M.**

**In Attendance:**

Jennifer Healy, *Chair*  
Ken Piper, *Secretary*  
Kate Mitchell, Stephen Owens, RuthAnne Haley and Molly MacAuslan, *Trustees*  
Jay Scherma, *Library Director*  
Jessica Sullivan, *Town Councilor*

**Agenda:**

**1. Call to order:** 6:33 P.M. **Jennifer**

**2. Approval of Meeting Minutes:**

**Motion:** Accept minutes of the May 19, 2011 meeting.

**Result:** Unanimously approved.

**3. Old Business:**

- Public Education Initiative
  - Cape Courier articles **Stephen**
    - Stephen met with Patricia McCarthy who was interested in doing an article on the current state of the plan to replace the existing Thomas Memorial Library as recommended in the Final Report of the TML Library Study Committee. She expressed the interest in attending a TML BoT meeting as part of this article.

**Motion:** To have Steve be in charge of a public relations subcommittee to work with the Cape Courier in communicating the findings of the TML Library Study Committee to the public.

**Result:** Motion withdrawn.

**Motion:** Empower Steve to act as a point of contact between the TML BoT and the Cape Courier in communicating the findings of the TML Library Study Committee to the public.

**Result:** Unanimously approved.

- Aside from some final fact checking, all articles are ready for publication. TML BoT members will get their articles/collages to Stephen by Thursday, June 2, 2011.

- Library Outreach: Cape TV **RuthAnn**
  - RuthAnn contacted Wendy Derzawiec who said a resident would be able to help with editing and could possibly act as an assistant in the filming process.

**Motion:** To postpone Cape TV discussion until retreat

**Result:** Unanimously approved.

**4. New Business:**

- Cassacio Architects will be holding a follow-up workshop with key members of the Board of Trustees and the Town Council to discuss preliminary sketches and schemes for the proposed new TML. The workshop is scheduled for Wednesday, June 8, 2011 at 3:30-5 P.M. and 6:00-7:30 P.M.

**5. Confirmation of retreat:** Our retreat will be held on **Saturday, June 18, 2011 in the Maine Room at TML at 8 AM – 12 P.M.**

- The TML BoT has asked Jay to facilitate the retreat to help us focus on the educational campaign mandate given to the TML BoT by the Town Council
- Planning for retreat will be done at next meeting.

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**Motion:** To amend the 5/19/2011 minutes to confirm planning of a retreat to be held on Saturday, June 18, 2011, not Saturday, June 11, 2011.

**Result:** Unanimously approved.

**Motion:** To modify the 5/19/2011 Minutes to better reflect the actual language used while discussing a nomination to the Thomas Memorial Foundation.

**Result:** Unanimously approved.

**6. Confirmation of Meeting:** Our next meeting is scheduled for **Thursday, June 16, 2011 at 6:30 P.M.**

**7. Adjournment:** 8:15 P.M.

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### **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.