

Thomas Memorial Library Board of Trustees

Minutes of meeting: Thursday, October 20, 2011 at 6:30 P.M.

In Attendance:

RuthAnne Haley, *Chair*

Ken Piper, *Secretary*

Jennifer Healy, Lee Rutty and Molly MacAuslan, *Trustees*

Rachel Davis, *Children's Librarian*

Jessica Sullivan, *Town Councilor*

Absent:

Kate Mitchell, *Trustee*

Agenda:

1. **Call to order:** 6:43 P.M.

RuthAnn

2. **Approval of Meeting Minutes:**

Motion: Accept minutes of the September 15, 2011 meeting.

Result: Unanimously approved.

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

Rachel

- Circulation down over last year. Could be due to lack of Children's programming earlier in the month.
- Attendance was good for Children's programming when it occurred.

4. **Former Business:**

- Public Education Initiative

- Report from the Document subcommittee. "Pink Team"

Ken

- Kate will be sending out the polished "Document" with requested appendices.

- Report from the Targeted Material subcommittee. "Blue Team"

Lee/Molly

- Lee and Molly presented the slide deck they developed for use on CETV.
- Jennifer offered to work with the team to add color and pictures to the slide deck. She will work with the team in developing an FAQ regarding the need to a new building.
- The Board discussed flyers to be placed in the library.
- The Board discussed holding information sessions at the library. The slide deck could be used for these presentations. We could perhaps offer childcare while parents met with the Board to discuss.

- Discussion of Councilor's TML Considerations

Ken

- The Board discussed various considerations brought up by a Town Councilor.

- Rachel presented a recent set of rough sketches from Casaccio Architects that addressed some of these concerns, as well as concerns received from the community at large.

5. **New Business:**

- Jessica Sullivan discussed getting a newer exterior drawing from Casaccio Architects to help with the Demont Associates' Fundraising Feasibility Study. The study is on track to be conducted in December.
- Ken Piper volunteered to represent the Board on the Thomas Memorial Library Foundation Board of Directors. One more representative will be needed when Kate's term expires at the end of the year.

6. **Confirmation of Meeting:** Our next meeting is scheduled for **Thursday, November 17, 2011 at 6:30 P.M.**

7. **Adjournment:** 8:36 P.M.

Citizen Participation at Meetings & Workshops

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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.