

Thomas Memorial Library Board of Trustees
Minutes of Meeting: Thursday, November 17,2011 at 6:30 pm

In Attendance:

RuthAnne Haley, *Chair*
Jennifer Healy, Kate Mitchell, Molly MacAuslan, *Trustees*
Jay Scherma, *Library Director*
Jessica Sullivan, *Town Councilor*

Absent:

Lee Rutty, Ken Piper, *Trustees*

Agenda:

- 1. Call to Order:** 6:38 **RuthAnne**
- 2. Approval of Meeting Minutes**
 - Motion:** Accept minutes of 10/20/2011 Meeting
 - Result:** Unanimously approved
 - Motion:** Accept minutes of 11/7/2011 Meeting
 - Result:** Unanimously approved
- 3. Library Director's Report (October)** **Jay**

Director and Board discussed options for educational programs and material to encourage literacy for youngest readers.
- 4. Old Business**
 - *Report from Pink Team:* Summary of Findings of Himmel and Wilson Final Report presented by Kate Mitchell. Case for Support will be complete for the December 15 BoT meeting.
 - *Report from Blue Team:* Board reviewed Q&A slideshow; Jen Healy to revise for December 15 BoT meeting for use on CETV. Two other PPT slideshows are also available for Information Night presentations and for use on additional CETV spots. Trustees to submit brief answers for a Q&A flyer by December 4, Jennifer to compile the material for BoT meeting December 15.
- 5. New Business**
 - TML Board discussed the need to develop both a response to a proposal from Applebee's Restaurant as well as a broader policy to guide Trustees and Staff in responding to future proposals. Jay will look into other local libraries' policies.
 - Demont Status: Jay and RuthAnne reported that the Oversight Committee met twice, discussing building design, the development of a single-page handout statement of need outlining the vision for TML, and the Capital Campaign Feasibility Study.
 - Bake Sale/Book Sale. Kate reported total sales of \$13, 287.35 YTD.
 - Foundation has sent year-end donation solicitation letters out.
 - Board Vacancies. Jessica reported that the Town Council will vote on the proposed slate on December 12.
 - Foundation Nomination: Jen nominated Kate to fill the vacancy left by Ed Nadeau on the Foundation. Motion seconded by RuthAnne and passed unanimously.

6. Confirmation of Meeting: Next TML BoT meeting scheduled for December 15, 2011 at 6:30 pm.

7. Adjournment: 8:25 pm.

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.