

**Thomas Memorial Library Board of Trustees**  
**Minutes of Meeting: Thursday, January 17, 2013 at 6:30 pm**

**In Attendance:**

RuthAnne Haley, *Chair*

Molly MacAuslan, Judith McManamy, Lee Ruddy and Julia Bassett Schwerin,  
*Trustees*

Jay Scherma, *Library Director*

**Absent:**

Blaine Grimes and Ken Piper, *Trustees*

**Agenda:**

**1. Call to Order:** 6:30 PM

**RuthAnne**

**2. Approval of Meeting Minutes**

- A motion was made to accept the minutes of the December 20, 2012 meeting.
- The motion was unanimously **approved**.

**3. Director's Report for December 2012**

**4. Update from Town Council Liaison**

- Jessica Sullivan provided, via email, an overview of a discussion from the latest Town Council workshop, where the library was placed at the top of the TC goals.
- She also said she had a candidate interested in becoming a member of the Foundation and hoped to introduce her to the BoT at our next meeting.

**5. Review Policy Manual**

- A motion was made and approved unanimously "to review the policy manual with one policy each month and make recommendations where appropriate." We will begin with Building.

**6. Goals**

- There was discussion among the board members about goals and our role moving forward.
- A motion was made and approved unanimously "to have a workshop to develop goals and a five-year plan." Jay will send an email to the members to establish a date.

**7. Nomination of TML BoT Officers for 2013**

- There was a discussion among the board for nominations for officers for 2013. Ken was nominated to continue as secretary. He had sent an email that he would accept the nomination to remain in his position. RuthAnne was nominated, and accepted, to continue as chair. Votes will be taken at the February meeting.

**8. Confirmation of Meeting:** The next TMLBoT meeting is scheduled for Thursday, February 21, 2013 at 6:30 PM in the Community Room of the TML. This meeting we are required to appoint our officers for the upcoming year.

**9. Adjournment:** 8:30 PM.

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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.