

Thomas Memorial Library
Board of Trustees
Minutes

Thursday, June 18, 2015 @ 6:30 PM

In Attendance:

Ken Piper, Chair; Julia Bassett Schwerin, Secretary; Gil Brennan, Martha Palmer, Judith McManamy, RuthAnne Haley, Trustees; Jay Scherma, TML Director.

Absent:

Lee Rutty, Trustee; Patty Grennon, Town Council Liaison.

- 1) Call to order: 6:35
- 2) Approval of Meeting Minutes: May 2015. Unanimously approved.
- 3) Library Director's Report – May 2015. Unanimously approved. Discussion: library needs more recognition during construction phase to publicize it is open.
- 4) Old Business
 - a) Reports from Sub-Committees
 1. Update on Building Project - Martha reports it is on target to completion in 12/15 and move-in 1-16; interior selections complete; building committee work nearly done.
 2. ii) Letter to Town Manager - Ken wrote to town manager regarding auto-generator transfer switch and committee wish-list not included in budget contingency.
 3. iii) Use Policy and Electronic Information (Internet) Policy - Julia forwarded to Mr. McGovern to present to Town Council. Basic policy approved, but two changes: 15 cents per page, and texting in no phone zones questioned but allowed, due to limited staff availability. Town council wanted policy on damages by groups, what to do? Internet changes will go on July agenda.

4. iv) Shared Services Sub-Committee – Judy/Martha formed and discussing options.
 - b) Family Fun Day was successful!
 - c) TML Staff request to get the Trustees thoughts on how the Library should deal with unsolicited gifts of unreviewed materials from local writers. Julia suggested requiring authors to get Library of Congress number to be included in collection. Would need to have criteria to uphold standards or limit selections and duration for display. Library could create barcode on the fly and shelve.
- 5) New Business
- Committee to create policies on public spaces uses.
- Suggestion from Library Director: Formation of sub-committee to address rules for the new gallery, media lab, game room and tutorial/study rooms. Come up with draft, run it by facilities to see if it works with their guidelines and electronic key system and then present these to the Council.
- 6) Confirmation of next meeting: Thursday, July 16, 2015 @ 6:30 P.M. (Note: postponed to 7.30.2015 due to McGovern availability).
 - 7) Adjournment: 7:42
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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.