

Agenda

Thursday, May 24, 2007 – 7:00 pm

- 1) Approval of Meeting Minutes: April 19, 2007
- 2) Library Director's Reports (April)
- 3) Old Business:
 - A. Facilities subcommittee: Internal inspection report Ed, & Jay
 - B. TML Policy Review committee (Circulation Policy) Jay, Nancy & Evan
 - C. Zimpritch symposium, May 1st Jay
 - D. Interlibrary loan data
 - E. "Vision of libraries in 20 years", plan brainstorming session
- 4) New Business:
 - A.
- 5) Parked Items:
- 6) Confirmation of next meeting: Thursday, June 21, 2007 – 7:00 PM
- 7) Adjournment: _____

Draft Minutes

Thomas Memorial Library Board of Trustees

Minutes of meeting: Thursday, May 24, 2007 @ 7:00 P.M.

In Attendance:

Evan Roth, Chair

Ed Nadeau, Secretary

Nancy Marshall, Penny Olsen, Nancy O'Sullivan, and Deborah

Tillman Stone, Trustees

Jay Scherma, Library Director

Absent: Pat Bredenberg

Approval of Meeting Minutes: Minutes of the April 19th were reviewed, and accepted as is.

Library Director's Report (April 2007):

- Jay was asked to elaborate on the impact of the MINERVA server connectivity problem on April 8 & 9: No impact on patrons using it from home, at TML the staff had to use the backup system.

Old Business:

o Facilities subcommittee: Internal inspection report Ed, & Jay

- The Internal Inspection report, dated April 17, 2007, will be updated and

submitted to the TML Study Committee that will be appointed by the Town

Council in accordance with the Comprehensive Plan.

- Jay reported a bid has been solicited to re-roof the library.

o TML Policy Review Jay, Nancy M. & Evan

- The committee has not met since our last board meeting.
- Jay, Nancy M. & Rachel will get together to discuss issues.
- An attempt to gather circulation policies from other libraries was non-productive.

o Zimpritch Symposium:

- Was held May 1st. Jay, Nancy O'Sullivan and Nancy Marshall were in attendance. Each provided their impressions of the event.
- Number of applicants was down compared previous years.

Exploring the possibility to include adults has been discussed.

o Interlibrary loan data:

- As requested, the secretary compiled and graphed the interlibrary loan (ILL) data from the past 2 ½ years (Excel spreadsheet attached). The data reflects a 200% increase in ILL activity from January '05 (719) to January '07 (2,227).
- Jay pointed out a number of useful facts related to ILL, including but not limited to:

o Workload to process an ILL book is double that of a standard check out of a TML owned book.

o Efficiencies are realized by TML by providing access to more copies of many more titles at a lower overall cost.

Old Business: (continued)

o "Vision of the future" brainstorming session:

- Our June meeting will be dedicated to a brainstorming session to:

o Identify TMLBoT goals for the next year and beyond, within the bounds of:

TMLBoT by-laws (see,

<http://www.capeelizabeth.com/ordinances/ch4.pdf>) and

Comprehensive Plan (see,

http://www.capeelizabeth.com/news/comp_plan/).

o Prioritize goals

o Determine level of interest and commitment to each by TMLBoT Trustees

New Business:

o (none)

Parked items:

o (none)

Meetings:

o The date of our next meeting has been changed:

from Thursday June 21, to Thursday June 14 @ 7:00 P.M.

Adjournment: 8:13 P.M.

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