

# Thomas Memorial Library Board of Trustees

Minutes of meeting: Thursday, September 15, 2011 at 6:30 P.M.

## In Attendance:

RuthAnne Haley, *Chair*  
Ken Piper, *Secretary*  
Lee Rutty, Kate Mitchell, and Jennifer Healy, *Trustees*  
Jay Scherma, *Library Director*  
Jessica Sullivan, *Town Councilor*

## Absent:

Molly MacAuslan, *Trustee*

## Agenda:

1. **Call to order:** 6:41 P.M. RuthAnn
2. **Approval of Meeting Minutes:**
  - Motion:** Accept minutes of the August 18, 2011 meeting.
  - Result:** Unanimously approved.
3. **Library Director's Report (August)** Jay
  - Circulation up 1.58%.
  - Review and discussion of Town Councilors Questions from Council Workshop
    - Library usage per room/function.
    - Demographics of patrons.
4. **Former Business:**
  - Public Education Initiative
    - Report from the Document subcommittee. "Pink Team"
      - Document is a distillation of the H&M survey.
      - Kate is working on the second draft of the Document.
        - Molly and Steve made changes suggested by Board.
        - The team started codifying deficiencies.
      - Created addenda showing publications based on the report to date.
      - Will email Steve to obtain additional publications
    - Report from the Targeted Material subcommittee. "Blue Team"
      - New member, Lee RuttyKate
5. **New Business:**
  - Jessica Sullivan read letter from Town Manager to Council.
    - Concerns regarding the roofline of the recent Casaccio design.
  - Discussion of Councilor's TML Considerations
    - Ken will extract issues and questions from letter for next meeting's discussion.
  - Discussion about meeting with Kate White from Demont Associates.
    - Letter sent to Trustees due by Friday September 23.
    - Oversight and steering committees have been formed.RuthAnn
6. **Confirmation of Meeting:** Our next meeting is scheduled for **Thursday, October 20, 2011 at 6:30 P.M.**
7. **Adjournment:** 8:47 P.M.

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**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.

DRAFT