

**Thomas Memorial Library Board of Trustees**  
**Minutes of Meeting: Thursday, August 1, 2013 at 6:30 pm**

**In Attendance:**

RuthAnne Haley, *Chair*  
Blaine Grimes, Molly MacAuslan, Judith McManamy, Lee Ruty and Julia Bassett  
Schwerin, *Trustees*  
Jay Scherma, *Library Director*

**Absent:**

Jessica Sullivan, *Town Councilor*  
Ken Piper, *Secretary*

**Agenda:**

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

**2. Approval of Meeting Minutes**

- A motion was made to accept the minutes of the June 6, 2013 meeting. The motion was unanimously **approved**.

**3. Director's Report for August 2013**

- Jay was not able to submit an updated Director's Report, because of the timing of the meeting, but was able to share that there is definitely an increased trend in circulation.
- Staffing was also improved with the addition of two part-time employees.

**4. 2013 Goals Update**

- Lee said the Foundation appreciated RuthAnne and Blaine bringing the Branding presentation and learning about the work moving forward to improve the Library's visibility and value to the community. Lee also shared that the Foundation letter of appeal will be going out soon. Lee is also on the Cape Town Center Committee and invited the BOT members to the upcoming meeting on August 19.
- Molly brought the BOT up to speed with the work of the Library Committee and invited the members to attend the public meeting on August 29. She has and will have articles in the paper to increase public awareness and interest.
- Blaine shared the ideas of her subcommittee (with RuthAnne) on branding. Several surveys will be developed for different populations. The updated mission and public comments will help to inform the surveys.
- Judy and Ken met with Frank Governali to talk about programming and potential programming of the library. She and Ken continue to find out what other libraries are offering.
- Julia continues to manage the art gallery and will write articles for the Courier when her work load is easier.

**5. Review Policy Manual section: Selection policy**

- There are no proposed changes to the policy.

**6. Other Business**

- None

**7. Confirmation of Meeting:** The next TMLBoT meeting is scheduled for Thursday, September 5, 2013 at 6:30 PM in the Community Room of the TML.

**8. Adjournment:** 8:30 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.