

Thomas Memorial Library Board of Trustees
Minutes of Meeting: Thursday, October 3, 2013 at 6:30 pm

In Attendance:

RuthAnne Haley, *Chair*
Ken Piper, *Secretary*
Blaine Grimes, Molly MacAuslan, Lee Rutty and Julia Bassett Schwerin, *Trustees*
Jay Scherma, *Library Director*

Absent:

Jessica Sullivan, *Town Councilor*
Judith McManamy, *Trustee*

Agenda:

1. Call to Order: 6:36 PM

2. Approval of Meeting Minutes

- A motion was made to accept the minutes of the September 5, 2013 meeting. The motion was unanimously **approved**.

3. Library Director's Report: August 2013

- Circulation was down from previous month, but up compared to last year.
- The summer reading program was very successful.
- Programs were up compared to last year. 7800 versus 5500.
- No spikes in delinquency nor increase in shrinkage due to the no fees policy.
- Appealed to Trustees for a conference volunteer.
- Jay would like to change the meeting date for the TML BoT since it has had little effect on attendance, and now reports are lagging by a month.
 - BoT tabled a motion made by Julia to move the meeting to the second Thursday of the month, agreed to meet on November 7, and December 19.

4. 2013 Goals Update

- Molly states that the Library Planning Committee is having several meetings regarding writing their final report, meeting with local businesses and with members of the School Board and school staff.
- Blaine and Ruth Anne discussed the timing of an informal branding survey to get feedback on the revised mission statement. Survey will be available at the Friends' book sale.
- Ken plans to get an informal programming questionnaire distributed via computer in December.
- Julia discussed article in the Cape Courier about the TML Art Gallery.

5. Other Business

- None

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

7. Adjournment: 7:38 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.

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