

**Thomas Memorial Library Board of Trustees**  
**Minutes of Meeting: Thursday, April 17, 2014 at 6:30 pm**

**In Attendance:**

Ken Piper, *Chair*

Julia Bassett Schwerin, *Secretary*

Judith McManamy, Ruth Anne Haley, Lee Rutty, Martha Palmer, Gil Brennan,  
*Trustees*

Jay Scherma, *Library Director*

David Sherman, *Town Councilors*

**Agenda:**

**1. Call to Order:** 6:33 PM

**2. Approval of Meeting Minutes**

- A motion was made to accept the minutes of the March 20, 2014 meeting.  
The motion was unanimously **approved**.

**3. Library Director's Report: March 2014**

- Complaint regarding art in the library as distracting discussed and taken under advisement.
- Director presented staff inquiry regarding setting limits and/or fees on traditional ILL requests due to excessive usage by small number of patrons; trustees to consider and put on next agenda for discussion.
- Unique checkouts are up, but renewals down, likely due to absence of fees, no actions.

**4. Other business**

- The Board welcomed Gil Brennan as the newest member of the TMLBOT.
- Trustees discussion of 2014 goals including library building opportunities for outreach in collaboration with the Library Building Committee, specifically events and naming opportunities, branding, and trustee handbook.  
Discussion of naming opportunities included a motion made and unanimously **approved** to send trustees Rutty and Brennan to a subcommittee working group with the building committee and the foundation.
- Lee Rutty presented a draft of the orientation manual for new trustees.
- Trustees to consider TMLBOT training session on new building, research town website for building committee and planning committee PDF, new plans on bulletin boards and TML website to be on agenda for next meeting

**9. Confirmation of Meeting:** The next TMLBoT meeting is scheduled for Thursday, May 15 at 6:30 PM in the community room of the TML.

**10. Adjournment:** 8:06 PM.

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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.

DRAFT