

## Thomas Memorial Library

Minutes of May 21, 2015

DRAFT

In Attendance:

Ken Piper, Chair, Julia Bassett Schwerin, Secretary, Gil Brennan, Martha Palmer, Judith McManamy, RuthAnne Haley, Trustees, Jay Scherma, TML Director

Absent:

Lee Ruddy, Trustees, and Patty Grennon, Town Council Liaison

Call to order: 6:35

- Minutes from the April 16, 2015 meeting were approved.
- The Director's report was presented and was followed with some discussion. It was approved.

### Old Business

- The committee was updated on the library building progress. A motion was made to request the town include an automatic generator hook-up for the new library building. The discussion concluded that the contents of the building were far too vulnerable and valuable to allow a pipe freeze-up to occur in the event of a prolonged power outage. The motion was unanimously approved. The TMLBOT respectfully and strongly requests that the town council authorize the funds to include an automatic generator transfer switch immediately to the building plans so that it may be incorporated into the current building process without incurring undue additional expense post construction. TMLBOT suggests funds may be made available from the memorial fund.
- The Use Policy was forwarded to the Town Council.
- A motion was made to approve the Electronic Information Policy revisions from the subcommittee. The motion was unanimously approved. The revised policy will be sent to the town manager for presentation to the town council for approval.

- The library will be closed the last 2 weeks in July for installation for the storm water run-off system. South Portland has offered to do ILLs during this period.

## New Business

- The LPC recommendation and Town Council goal of shared services between town facilities and departments will be explored; Judy and Martha volunteered.
- TML Staff solicited Trustees input on how to deal with unreviewed literary gifts; decision was tabled until next meeting to give Trustees time to consider.
- TML will not be represented this year at the Memorial Day Parade, but will have a table at Family Fun Day. Gil volunteered to organize participation.
- The TML BOT was informed that the Director intends to retire when the new library opens, and reluctantly, but with sincere appreciation, tremendous regard, and all good wishes to Jay, directed Ken Piper as President to liason with the the town manager to plan the search for a new Director.
- Confirmation of next meeting: Thursday, June 18, 2015 @ 6:30 P.M.
- Adjournment: 8:01

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