

## LIBRARY TRUSTEES' MEETING

January 25, 2010

### PRESENT

Martha Breen, Sally Gilman, Joan Fardella, and Alison Baker. Martha Breen called the meeting to order at 3:07 PM.

### MINUTES

Mrs. Breen pointed out a spelling error of a name in the minutes. On a motion by Sally Gilman, seconded by Joan Fardella, the Trustees voted unanimously to accept the corrected minutes from the January 14, 2010 meeting.

### TREASURER'S REPORT

There was no treasurer's report due to the short interval from the last meeting.

### OLD BUSINESS

The first item of Old Business was the Warrant Articles. The Trustees decided to put forward two articles as planned. Jane Savastano had prepared the wording for a Capital Improvements article and the Trustees reviewed. After much discussion it was decided to recommend \$20,000 for the Employee Retirement Benefits Fund and \$40,000 for a new Capital Improvements Fund. As the 2009 budget had not been finalized and closed, these figures might need to be revised on the floor at Town Meeting. Both Warrants will be funded by the surplus in the 2009 Library Operating budget, resulting from unexpected changes in staff. On a motion by Sally Gilman, seconded by Joan Fardella, the Trustees voted unanimously to put forward two Warrants: the Employee Retirement Benefits Fund for \$20,000 and the Capital Improvements Fund for \$40,000 from the 2009 budget surplus, with the understanding that changes might need to be made at Town Meeting.

The second item of Old Business was the meeting room policy. Ms. Baker reported that several tutors were asking for meeting space, but as paid tutors, were not eligible under the new meeting room policy. The policy clearly states that no one can use the meeting rooms to run a business, nor can any individual benefit personally from the use of the space. The Trustees agreed that tutors are paid to do this work and as such are not eligible for meeting space. Ms. Baker made it clear that tutors are always welcome to use any public space in the library to work with students.

### NEW BUSINESS

There was no new business.

### DIRECTOR'S REPORT

There was no director's report

### TRUSTEE MATTERS

Mrs. Breen reported that she was working on the Trustee Report. The Trustees discussed what should be included in the report.

### DATE AND TIME OF NEXT MEETING

The date and time of the next meeting was set for February 22<sup>nd</sup> at 4:00 PM at the library.

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On a motion by Mrs. Gilman, seconded by Mrs. Fardella, the Trustees voted unanimously to adjourn the meeting at 3:34 PM.