

## LIBRARY TRUSTEES' MEETING

March 18, 2010

### PRESENT

Martha Breen, Sally Gilman, Joan Fardella, Alison Baker, and Michele Garneau. Martha Breen called the meeting to order at 4:09 PM.

### MINUTES

On a motion by Sally Gilman, seconded by Joan Fardella, the Trustees voted unanimously to accept the minutes from the February 22, 2010 meeting.

### TREASURER'S REPORT

Ms. Baker reported the balances of the Trustees' accounts were as follows: \$31,571.81 in the checking account, \$4,928.92 in the Marois Account, \$10,160.91 in the Certificate of Deposit, and \$3,097.62 in the Brock Trust Fund Interest account for a total of \$49,759.62.

There were no bills to consider.

The expense report for February had not yet been received from town.

The Trustees discussed how to reinvest a CD coming up for renewal in April. On a motion by Sally Gilman, seconded by Joan Fardella, the Trustees voted unanimously to reinvest in a 15 month CD through the Salem Cooperative Bank.

### OLD BUSINESS

The first item of Old Business was the Warrant Articles. The Trustees discussed the passage of the Warrant Articles at the 2<sup>nd</sup> Deliberative Session.

### NEW BUSINESS

The first item of New Business was the election of officers for 2010. On a motion by Sally Gilman, seconded by Joan Fardella, the Trustees voted unanimously for the proposed slate of:

Chair: Martha Breen

Vice Chair: Sally Gilman

Treasurer: Joan Fardella

Ms. Baker brought up another item of New Business, a Marketing Plan. Ms. Baker told the Trustees that she and Mrs. Garneau had attended a great workshop on Marketing, and that she was leading the staff through the process of developing a Marketing Plan. The Trustees agreed to take part in the process as well, and Ms. Baker distributed copies of the library's mission. The Trustees had a preliminary discussion on the mission, to be continued at the next meeting.

### DIRECTOR'S REPORT

Ms. Baker reported that a serious dry rot problem had been discovered on the exterior wall panels facing the marsh, as well as the lower window frame and exterior base board on the children's room window facing the parking lot. George Jones had been asked to give an estimate. Ms. Baker said that Crystal Morton had been hired recently to take over

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some of the position left vacant by Paula Weaver's recent resignation. The launch of the new website was also discussed, with positive comments from the Trustees. February's circulation was 22063, with 1877 computer bookings, 78 new registrations, and 85 meeting room bookings.

### TRUSTEE MATTERS

Mrs. Breen passed along her compliments to the Reference Department, and Elizabeth Oedel in particular, for the information supplied about Jack Ganley. Martha had been asked by the Governor's office for information and Elizabeth delivered just what was needed in a very timely manner.

### DATE AND TIME OF NEXT MEETING

The date and time of the next meeting was set for April 22nd at 4:00 PM at the library. Dates and times for the next 2 months were also set: April 22 and May 27.

On a motion by Mrs. Gilman, seconded by Mrs. Fardella, the Trustees voted unanimously to adjourn the meeting at 4:55 PM.