

## *Jacob Edwards Library*

### **Minutes of December 21, 2010**

The meeting of December 21, 2010 was called to order by Chairwoman Joan Menard at 12:07 PM. Present were trustees Joan Menard, James Puracchio, Dick Whitney, Paula Dacoles, Peter Joyce, Gary Bridgman and Library Director Margaret Morrissey. Tammie Darling was present to record the minutes. The November 2010 minutes were read and Paula Dacoles motioned to accept the minutes. James Puracchio seconded. So voted.

Paula Dacoles discussed her Financial Report by stating income, expenses and balances of the Bank of America accounts. Under the Chairwoman's report, Joan Menard began by discussing a meeting that Dick Whitney and Margaret Morrissey attended regarding Open Meeting Law training. Joan stated that there is a need to announce a meeting with proper notice if a quorum has assembled and if a discussion is taking place. No discussion/decision making should occur via email.

Joan has been discussing a date for a luncheon meeting for the Trustees and David Maxwell from Bank of America. Gary Bridgman motioned for the luncheon to be held on February 8, 2011. Paula Dacoles seconded. So voted.

In the category of Old Business, the Trustees are still reviewing the Long Range Plan Draft Report. The Board of Trustees noted that they appreciate all of the work Joan Menard and Margaret Morrissey have contributed toward the Long Range Plan. Margaret Morrissey went over her Library Director's Report, including statistics for July, August, September, October and November 2010, upcoming programs and meetings she has attended. In the category of New Business, Joan Menard asked the Trustees to start thinking about candidates and requirements potentially for a new Trustee.

Dick Whitney motioned to adjourn the meeting at 1:10 pm, Gary Bridgman seconded. So voted. The next meeting will be held on January 18, 2011 at 12pm.

**Approved at Trustee Meeting February 8, 2011**