

Jacob Edwards Library

Minutes of January 28, 2010

The meeting of January 28, 2010 was called to order by Chairwoman Joan Menard at 5:00 PM at Vienna Restaurant. After the Trustee meeting, a dinner and presentation by David Maxwell of Bank of America took place. Present were trustees Gary Bridgman, Joan Menard, James Puracchio, Dick Whitney, Seth Lajoie and Library Director Margaret Morrissey. Melinda Ernst-Fournier and Karen Harnois were present from the Town of Southbridge as well as Town Manager Christopher Clark. Tammie Darling was present to record the minutes.

At this time, the library minutes for the December trustee meeting were read. Gary Bridgman motioned to accept the minutes, Seth Lajoie seconded. So voted.

Paula Dacoles began her financial report by informing everyone of bank balances, income and expenses. She also distributed a packet of information detailing these figures. Paula recommended giving \$30,000 (\$10,000 in February, \$10,000 in March and \$10,000 in April) to the Library. She then passed around vouchers for everyone to sign for the distribution. Joan Menard asked the Trustees to create a list of items that the Library needs and present it at the next meeting. Mindy Ernst-Fournier noted that the Thompson bequest was deposited in the endowment account in December 2009.

Joan Menard began her Chairwoman's Report by noting that she sent a thank you card to Herb Grignon for his volunteer service. She also stated that the Trustees received a thank you card from Paula Dacoles for the donation to the Library in her late husband's name. Joan mentioned that she recently visited the Brooklyn Library in New York. She collected mailings and event postings from the Brooklyn Library and brought them to the meeting for all to view. She also suggested direct mailings as an effective way to communicate to the public.

Under the category of old business, Sylvia Lenti would like more acknowledgment for her father's work for the Library. Paula Dacoles suggested hanging a sign on the staff room door, since he was instrumental in obtaining all of the furniture for that room. A suggestion was made to call the room the "Lenti Lounge". Margaret Morrissey commended Paula on the suggestion. Margaret and Joan will call Sylvia Lenti to inform her of the acknowledgment.

Margaret Morrissey distributed her Director's Report with statistics for December 2009. Under the category of technology, a new switch has been installed to improve connectivity. There have been a few problems with the Windows 7 upgrade, which are being resolved. Under the category of staffing, Ashley Malouin began her Adult Services Librarian position on January 25, 2010. Margaret would like to thank Dick Whitney and Christopher Clark for helping in the hiring process. A candidate has been selected for Library Aide in the Children's Room, awaiting approval from the Town Manager. Evanne Lindsay began working in the position of Page in the Adult Department. Margaret attended several meetings including a state-wide meeting to discuss the combining of regional library service in response to the drastic budget cut. Police are now periodically walking through the library as a result of unruly teens. Census workers will be available 15 hours per week in the Assistance Center in the Reading Room. The schedule for the census workers will be posted and available soon. AARP will be offering four tax assistance sessions at the library for low to medium income people. Several programs were quite successful this past month including the Anime Club and the papier-mâché snowman workshop. Forthcoming programs and exhibits were noted through 2/25/10.

At this time, trustees were asked to sign-up to attend various Library events for the month. Ashley Malouin, the new Adult Services Librarian will be introduced at the next Trustee meeting.

Dick Whitney motioned to adjourn the meeting at 5:55 pm. Paula Dacoles seconded. The next meeting will be held on February 16, 2010 at 12pm. After the meeting was adjourned, a dinner/presentation by David Maxwell of Bank

of America began. Mr. Maxwell discussed all library accounts held by Bank of America and also discussed their performance over time. He also made some investment suggestions for the future.