

*Jacob Edwards Library*

**Minutes of October 25, 2016**

The Library Trustee meeting of October 25, 2016 began at 12:05 PM. Present at the meeting of were trustees Gary Bridgman, Robin Weber, Maureen Gullekson, Mel Blake, Jessica Jimenez, Beth Cournoyer and Library Director Margaret Morrissey. Tammie Darling was present to record the minutes.

The minutes of the September 27, 2016 meeting were read. Maureen Gullekson motioned to approve the September minutes, Gary Bridgman seconded. So voted.

Financial Report-Gary Bridgman distributed his report of fair market value balances as of September 30, 2016 and discussed discretionary spending. Margaret Morrissey would like an update from the Town Accountant, Karen Harnois, regarding balances and vouchers.

Chairman's Report-Dick Whitney was not present for the meeting. There was no Chairman's Report at this time.

Review of Strategic Plan-Goal One-Satisfy Curiosity: Lifelong learning - The Strategic Plan Subcommittee met and discussed the following objectives:

1. Develop resources and relationships to support educational entities and other community organizations-Margaret Morrissey discussed reaching out to the business and school community to establish a connection. Margaret stated that one way we will know if a school connection has been met by participation in the summer reading program.
2. Expand marketing of the unique aspects of the Jacob Edwards Library-Margaret feels as though we have fallen short on this goal. She suggests a professional brochure and an update to the website.
3. Make the library a welcoming and relevant place for young adults-Margaret believes we have failed on that objective. She stated that many young people are interesting in video games and the Library does not provide all of the games that young people might be interested in. Instead, she noted that the senior population is exploding and perhaps we should be concentrating on that demographic.
4. The library will help support community interest in Southbridge historic materials-this objective was met through the creation of a book about the Library, digitalization and involvement with the historical society.
5. The Library will provide outreach services to the homebound-this objective was not met and may be unrealistic.
6. Increase youth library card holders by 2% by 2014-Margaret stated that the totals have remain unchanged. Newcomers offset deletions. Gary Bridgman asked if there was any way to know if a demographic was being underrepresented. Robin Weber stated that this could be a new objective and that it may be accomplished by a survey.

Margaret Morrissey distributed her report to the Trustees and discussed upcoming programs, building maintenance and safety issues. She noted the construction progress on the gutters, facade, foundation and windows. Margaret received an updated bid on camera installation.

New Business-Margaret Morrissey discussed a possible subscription to the online database Lexis/Nexis. The cost is \$5000 annually and contains an extensive list of periodicals that might be helpful to the business world. The trustees will discuss.

Gary Bridgman made a motion to adjourn, Robin Weber seconded. So voted. The meeting ended at 1:05 PM. The next meeting will be held on November 22, 2016 at 12 PM.

*Approved December 20, 2016*