

Jacob Edwards Library

Minutes of January 24, 2017

The Library Trustee meeting of January 24, 2017 began at 12:05 PM. Present at the meeting of were trustees Robin Weber, Mel Blake, Jessica Jimenez, Beth Cournoyer, Dick Whitney and Library Director Margaret Morrissey. Tammie Darling was present to record the minutes. There was a moment of silence for former Trustee James Puracchio.

The minutes of the October 25, 2016 meeting were read. Robin Weber motioned to approve the October minutes, Mel Blake seconded. So voted. There was no meeting in November 2016. Robin Weber motioned that there was not a quorum for December 2016. Mel Blake seconded.

Financial Report-There was no financial report at this time. Margaret Morrissey notified the Trustees that the library received fiscal year 2017 state aid award of \$14,117.68.

Old Business-Beth Cournoyer motioned that the library commit to a one year trial of the research tool, LexisNexus Library Express and that the funds to pay for the program be used from the Endowment Account. The Trustees will evaluate usage after the one year period to determine if they will re-new the subscription. Mel Blake seconded. So voted.

Chairman's Report-DickWhitney notified the Trustees that the Trustee meetings for 2017 will take place on the fourth Tuesday of each month, with the exception of December 2017, which will be held on December 19, 2017. The library received donations in the names of James Puracchio and Katherine Colognesi. Robin Weber motioned that as a matter of policy the Trustees will purchase a book up to \$100 in value to memorialize Trustees who die. Jessica Jimenez seconded. So voted. Dick notified the Trustees that the Town's bicentenary publication is almost finished.

Long Range Plan-Robin Weber developed a user and non-user survey on SurveyMonkey which will be posted on the library website, Facebook and possibly the school system. The survey should be posted by February 2017, with a deadline of completing the long range plan of June 1, 2017.

Margaret Morrissey distributed her report to the Trustees and discussed upcoming programs, building maintenance and safety issues. She noted the installation of the upgraded security camera system and installation of LED bulbs throughout the library.

New Business-Margaret Morrissey discussed meeting room usage by for-profit agencies. The Trustees agree to allow a four week trial for each agency (once per week) with a review of the Meeting Room Policy at the next meeting. The Legislative Breakfast will be held on February 3, 2017 at 8 am.

Jessica Jimenez made a motion to adjourn, Robin Weber seconded. So voted. The meeting ended at 1:00 PM. The next meeting will be held on February 28, 2017 at 12 PM.

Approved March 28, 2017