

Saugus Public Library
Board of Trustees
Minutes

June 6, 2013

Saugus Public Library – Community Room

Persons Present: Paul Allan, Chairperson
Matthew Canterbury, Vice Chair
Robert Cox
Irene Jones
Kimberly Lovett, Secretary

Absent: Gail Murray, Treasurer (Excused)

Quorum: Yes

Personnel Present: Diane Wallace, Library Director
Bethany Templeton Klem, Children's Librarian

Call to Order: The meeting was called to order by Paul Allan at 6:01 p.m.

Approval of Minutes: Robert Cox made a motion to approve minutes from the May 2, 2013, seconded by the Chair.

Approved 5-0

Public Comments: Bypass. No public in attendance

Treasurer's Report: In Gail Murray's absence, Diane Wallace reviewed the monthly financial statements.

Communications & Correspondences: Bethany Templeton Klem addressed the Board regarding her goals, plans and dreams for the Children's Room. She provided her wish list in writing. Some of the needs include purchasing furniture and toys; removing the large ship in the play area; obtaining some creative play stations such as play kitchens and puppet stages; and developing the materials collection, specifically non-fiction and picture books. She would also like to increase outreach to the schools and have more professional development time for the staff. Additional wishes include an I Pad for roving reference, a Tumblebooks subscription, more eBooks, literacy stations and a young adult space.

The Board asked Bethany to obtain quotes for books and a more specific list of what is needed in the short term.

Robert Cox questioned a possible exchange of materials between the school libraries and public library. Diane explained that it was fairly cost prohibitive, but they did currently use email to exchange information.

Library Director
Report:

Diane Wallace spoke about the materials that were digitized at the Boston Public Library. She also asked to make a brief presentation to Town Meeting.

The Saugus Sidewalk Committee asked if the Trustees would accept an original WPA (Work Projects Administration) plaque that was removed from a local sidewalk to be on display. Matthew Canterbury made a motion to accept the WPA plaque to be placed on display in the Brooks Room, seconded by the Chair.

Approved 5-0

Diane distributed the Volunteer Policy. The Chair asked the Trustees to review and he would bring it to a vote at the next meeting.

Diane registered with the Perkins School for the Blind in order to receive equipment, accessories and materials for visually impaired residents

Diane also provided the Circulation report.

New Friends of
Saugus Public Library: No members present.

Chair Report: Paul Allan discussed summer meetings. The next meeting, which was agreed upon after reviewing multiple dates, is August 1, 2013 at 6pm.

Paul Allan requested that the summer reading list be placed on the Library website.

Old Business: None

New Business: Diane Wallace informed the Board about the Noble annual meeting and luncheon at the Marblehead Library on June 20, 2013. The cost is \$25 p/person.

The foundation fiscal year ends on June 30th.

Public Comments: None

Adjournment: Irene Jones made the motion to adjourn, seconded by the Chair to end the meeting at 7:10 p.m. **Approved 5-0**

Next Meeting: The next meeting to be held on August 1, 2013, at 6:00 p.m.

Respectfully Submitted,

Kimberly Lovett
Board of Trustees - Secretary