

BOARD OF LIBRARY TRUSTEES  
MINUTES OF JANUARY 31, 2011 MEETING

CALL TO ORDER: The meeting was called to order at 6:20 pm by the Chair.

PRESENT: Pam Gill, Pat Fish, Jo Vannah, Mary Ellen Picardi, Beth Spellman, Terry Lyons and Ewa Jankowska.

CHAIR'S RPT.: The Chair asks if we can use the Senior Center again this year for a point of sales for the 3<sup>rd</sup> annual fudge sale. The clerk will confirm this with the Center Director, Joanne Olson.

The Chair requests that an incident report be filed regarding a patron's use of the public computers in the library to view pornography. The Saugus Police have a record of this and Det. Murphy has visited the Library to investigate further.

The Chair asks if we have an "emergency call or notification plan in place?" The Interim Director will ask Mike Donovan at Town Hall if there is such a plan.

The Chair requests Ewa to have the Public Relations employee, Linda Cappabianca to put a piece in the "Library Notes" section of the paper about the free magazines.

The Chair requests that Linda Cappabianca add a sentence to the Annual Fudge Sale press release stating that the proceeds of this sale will go towards the purchase of museum passes.

The Chair requests a copy of the revised "Proposed Budget for FY12" from Ewa.

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The Chair requests that we obtain some information on a fax machine for public use and a pay copy machine for the second floor. The clerk will call our service provider, Conway Office Supply for information.

The Chair spoke with a patron (Lisa Poto) who is interested in starting an adult book club. Pat Fish will contact her to discuss this idea in greater detail.

The Chair asked Ewa to have Linda Cappabianca look into a video contest for young adults at the “I Love Libraries.org” site. This would be a great project for the YA and it would mean money for our Library.

Mary Ellen Picardi noted that Selectmen Mike Serino has offered to help the Library in any way he can.

The Chair requests that the clerk follow up with Wendy Reed about the reappointment of Jo Vannah to the Board of Trustees.

Jo Vannah offers that she would like to host a “Henry David Thoreau” program for patrons. It would be an inter-active program with a presentation by a “Living Historian”. The program would cost approximately \$250.00 and she would like a vote from the Board to host this program. A Motion was made by Mary Ellen Picardi and seconded by the Chair to fund this program through the Trustees. Vote is 6 for 0 in favor.

A Valentine Fun Day with Mrs. Gill will be held in the Community Room on February 12<sup>th</sup> from 10:00 – 2:30. A detailed flyer has been prepared by Pam.

**ADJOURNMENT:** On a Motion made by Mary Ellen Picardi and seconded by the Chair, the meeting was adjourned at 7:55 pm.

**NEXT MEETING:** The next meeting will be held on February 7<sup>th</sup> at 6:00 pm. This will be followed by an Executive Session to discuss the applicants for a Permanent Director and will not return to public session.

Respectfully submitted,

Linda Duffy, Clerk