

BOARD OF LIBRARY TRUSTEES
MINUTES OF APRIL 19, 2011 MEETING

CALL TO ORDER: The Meeting was called to order at 7:00 pm by the Chair.

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

INTERIM DIR.: The Interim Director requested that the Board approve the "Holiday Schedule" for the remainder of this year to establish the hours of operation for the Library.

A Motion was made by Terry Lyons to adopt a Holiday Schedule, and was seconded by Beth Spellman. There was discussion on the Motion.

The Chair stated that the Library should close at 1:00 pm on April 22nd, Good Friday as it is in the union contract. Also, the Library will be closed for Thanksgiving, November 24th and Friday, November 25th, per the union contract.

Christmas is on a Sunday this year, so the Holiday will be given on Monday, December 26th. The Chair wanted the Library to be open regular hours on Christmas Eve, Saturday, December 24th, closing at 4:00 pm and like wise for the New Years Holiday on Sunday, January 1st, which will be taken on Monday January 2nd and be open regular hours on New Years Eve, Saturday, December 31st closing at 4:00 pm.

A Motion is made by Mary Ellen Picardi to close on Christmas Eve, Saturday, December 24th at 1:00 pm and close on New Years Eve, Saturday, December 31st at 4:00 pm. The Motion was seconded by the Chair for purposes of discussion.

Vote was passed 4 -1.

Ewa requested additional shelving for the Young Adult Collection. She stated that we have run out of available shelving and presently we are using an area in the Reference stacks that is out of the sight line of the Reference Desk. She states that we are in desperate need for additional shelving to house the growing YA collection and has researched costs through Highsmith Library Furniture Supply Co.

2.

The cost per unit is \$320.00 and 3 units would be needed for an available wall area in the YA room.

There is a good possibility that we would be eligible for a discount as we have purchased furnishings from them when the new library opened and they were very generous with their pricing.

Ewa stated that Joanne Vannah might have a source for shelving as well and she will follow up with her.

CHAIRMAN'S RPT.: The Chair requested Linda Duffy to contact Highsmith for pricing. This subject will be re-visited at the next Trustee Meeting.

The Chair also requested Linda to contact InfoBase Publishing for payment status of an invoice that is to be paid by the Foundation.

The Chair asked for volunteers to attend the upcoming "Saugus Symposium" to be held on Wednesday, April 27th in the Town Hall auditorium. The Selectmen would like someone to offer information on what is going on in the Library since re-certification. Jo Vannah and Pam Gill will attend. Beth Spellman may be available to attend.

The Chair stated that the Finance Committee meeting of the Library budget for FY12 went well. She does not anticipate any problems.

ADJOURNMENT: The business meeting was adjourned at 8:10 pm and immediately went into executive session.

NEXT MEETING: At the call of the Chair.

Respectfully submitted:

Linda Duffy
Clerk