

SAUGUS PUBLIC LIBRARY  
BOARD OF LIBRARY TRUSTEES  
MINUTES OF MARCH 26, 2007 MEETING

- CALL TO ORDER: The meeting was called to order at 6:00 p.m. by the Chair, Jeanie Bartolo.
- PRESENT: Jeanie Bartolo, Linda Call, Mila Moschella. Ellen Palleschi and Michelle Ring
- ABSENT: Pam Gill
- SEC'TY RPT: The Secretary's Report was read by all. Motion to accept the minutes made by Linda Call and seconded by the Chair. All agreed.
- TREAS: RPT: The Treasurer's Report was read by Linda Call. Motion to accept made by Ellen Palleschi and seconded by Michelle Ring. All agreed.
- DIRECTOR'S RPT: The updated budget was posted online by the Town Manager. Override update-meeting to be held March 27<sup>th</sup> to be held at 7:00 pm at the ITAM. Also, on March 27<sup>th</sup>, "Saugonians Say Yes" meeting will be held at the home of Susan Raiche, at 7:00 pm. Letter draft for the Trustees is in progress by Mary Rose. Mary Rose comments on items read on the "blog" i.e.: does the Community need a Library? Mary Rose notes that 60% of residents are Library users. We are a support to the education system. Our Library is the only service in Town that provides services from the cradle to the grave. The Reference Department answered 28,500 reference questions last year. Examples of "Wickopedia" were given. Word of the election impact on the Library is getting out into the Community. Flyer from the Forum by Fred Balboni is being formatted with help of Mary Rose. Entire School Committee has formally announced their support for the override. Mary Rose is writing letters of recommendations for staff members seeking other employment. Staffing is low due to recent departure of Reference Librarian, Kenny Lunceford. Tatjana Saccio is on vacation. Ann Quinlan from the Retirement Board came in to talk with employees about benefits. Staff had many questions.

2.

Dracut Library Director, Susan Schwartz will come in to our Library to educate us about what steps are to be taken to close a Library.

Department Heads will meet with Town Manager on April 2<sup>nd</sup>. Ellen Palleschi asks Mary Rose to speak about the costs relating to reopening our Library once it has been closed. Mary Rose explains that the Library will be de-certified for 2 years from the date of original de-certification. We will have to pay NOBLE about \$100,000.00 to reopen.

If the Library is closed, we will immediately lose certification. If the override fails we must immediately call all of our vendors, and cancel all subscriptions, standing orders for books, etc. etc. If the override passes we will continue as we are.

Mary Rose asks for a vote on the following policies:

1. To send recall notices by March 30<sup>th</sup>
2. for fine free items if returned by April 24<sup>th</sup>.
3. for end of term date April 24<sup>th</sup>
4. To stop renewals as of April 9<sup>th</sup>
5. to stop sending AV material via ILL as of April 9<sup>th</sup>

Motion made by Ellen Palleschi and seconded by Linda Call, all agreed.

Lay off notices will be sent the week of April 1<sup>st</sup> to all part time, evening and Saturday personnel.

Request made by Mary rose for funds from the Trustees Account to hold a modest dinner for the Staff on the evening of April 24<sup>th</sup>.

Motion made by Ellen Palleschi and seconded by the Chair. All agreed.

CHAIR'S RPT.

Foundation fund raising activities put on hold until after the override election.

NEW BUSINESS:

A cake was presented to outgoing Trustee Michelle Ring and along with a card from the staff thanking her for her service as a Trustee

ADJOURNMENT:

Having no further business on a Motion by Linda Call and Seconded by Michelle Ring the meeting was adjourned at 7:10 pm.

The next scheduled meeting is April 23<sup>rd</sup> or at the call of the Chair.

Respectfully submitted,  
Linda Duffy

