

BOARD OF TRUSTEES
MINUTES OF DECEMBER 6, 2010

CALL TO ORDER: The meeting was called to order at 6:10 pm by the Chair.

PRESENT: Pam Gill, Terry Lyons, Beth Spellman, Mary Ellen Picardi, Ewa Jankowska, Selectmen Scott Crabtree and Mike Serino.

SEC'RY RPT.: None

TREAS.RPT. None

CHAIRMAN'S RPT.: Terry Lyons stated that she has received Ewa's resume for the position of Permanent Director. She stated that she will not open it until the Board is all together in an Executive Session. Terry also stated that the Board might want to contact the State Ethics Department to get guidance on how much information should be discussed at an open meeting and when we need to close for an "Executive Session" to discuss job applicants.

Selectman Crabtree stated that the Board's secretary, Wendy Reed has sent over a request for a list of "Capital Needs". The Trustee's clerk has said that she never received one, so a copy of this request will be sent over by Wendy Reed.

The Children's Librarian, Bethany Templeton-Klem addressed the Board to request a change in the current rental policy of Children's DVD's and other videos. Bethany stated that the circulation statistics reflect a vast reduction since the implementation of a \$1.00 fee. She went through the entire collection and divided the collection between TV shows vs.: movies. She stated that 30% of the collection is comprised of short films. Since the \$1.00 fee was implemented the circulation went down by 29%. She asked if the Board could reduce or eliminate the charges on these short TV/DVD's.

A Motion was made by Terry Lyons and seconded by the Chair, to reduce the fees for these forms of media to 50 cents per unit. Vote is 4 -0 in favor.

The Chair has offered to purchase a train set for the Children's Room. Bethany will look around the area to see if there is a place to put it.

The subject of setting up "Focus Groups" to aid in the selection process for a Permanent Director was discussed. Terry said that Peter Manoogian has suggested that three (3) questions be posed to each group and let the discussion proceed from there. Pam will be sure to get the list of three (3) questions from Terry to use for all future" focus groups".

A schedule of "focus group" meetings has been established for different categories of interested parties. On December 13th, the Selectmen, Foundation Members, Town Officials and Town Meeting Members will be invited and December 14th, patrons, and all interested parties will be invited.

Terry will send an ad for the position of Permanent Director to MLA/NELA regional and MLS, Mass Library System.

Ewa requested the Trustees approval of Holiday Hours for this month. On a Motion made by Beth Spellman and seconded by Mary Ellen Picardi, the Library will close at 12:30 on Friday, December 24th and Friday, December 31st. Vote 4 – 0.

Pam has completed P/R forms for the December 11th Children's Holiday Party and for the announcement of the "Focus Groups".

ADJOURNMENT: On a Motion made by Mary Ellen Picardi and seconded by the Chair, the meeting was adjourned at 8:50 p.m.

NEXT MEETING: At the call of the Chair.

Respectfully submitted,

Beth Spellman
And Mary Ellen Picardi on behalf of
Linda Duffy, Clerk