

MORRILL MEMORIAL LIBRARY
Norwood, Massachusetts

BOARD OF TRUSTEES
Minutes of April 10, 2012

PRESENT Patricia Fanning, Acting Chair; Sarah Begg, Susan Pipes, Patricia Hines, Cashman Kerr Prince, Patricia Reardon - Trustees; Charlotte Canelli, Director; Elizabeth Dickson, Recording Secretary. Staff representatives present: Nancy Ling, Melissa Theroux.
Ms. Reardon was welcomed by the trustees following her election to the Board. Ms. Begg was congratulated following her re-election.

MINUTES A motion was made/seconded (Prince/Begg) and unanimously voted to approve the minutes of the March 6, 2012 meeting.

WARRANT The warrant was presented and signed by all trustees present.

CORRESPONDENCE

Ms. Canelli stated correspondence received will be discussed with her department reports. She distributed copies of the four-page quick guide to Robert's Rules of Order. This was reviewed regarding when the Chair person is allowed to vote. She also distributed a listing of the FY12 Board of Trustees.

FINANCIAL REPORT

Current The Current Status Budget FY12 dated April 2012 was reviewed by Ms. Canelli.
FY12 Budget She also reviewed the Projected Utilities FY12 Report dated April 2, 2012. She
Status stated she met with Patricia Reardon yesterday for an orientation and tour of the library. Ms. Canelli stated we will need addition monies for books from both the State Aid and the Endowment Fund accounts. She will know more at the next month's meeting. Electric and Water/Sewer bills from June will be held as unpaid bills to be approved for payment at the Special Town Meeting in the fall.

Special Funds Ms. Canelli reviewed the Special Funds Report dated April 2012. The Sastavickas
Report scholarship will be chosen in May and awarded in June and she will inform the Sastavickas family.

OLD BUSINESS

Repair & *Carpet replacement staff room:* A bid for carpet replacement was received.
Maintenance Much discussion followed.
Projects 2012 *Carpet cleaning/repair library:* Discussion continued regarding the staff room as well as the whole library. It was agreed to add the replacement of all library carpeting, including the staff room, on the Capital Outlay Project list possibly for FY15. A motion was made/seconded (Reardon/Begg) and unanimously voted to have all the library carpeting professionally cleaned, as needed, including the staff room, at a cost up to \$2,300 to be paid from the Cushing Fund. Mr. Croak will contract for the cleaning. Runners have been received and placed where needed.

OLD BUSINESS – continued

First floor bubbler replacement: The water bubbler in the back hallway is no longer working and would cost \$1,000 to replace. A motion was made/seconded (Prince/Pipes) and unanimously voted to table replacing the water bubbler.

Air temp HVAC repair: Ms. Canelli reviewed the invoices and discussion followed. A motion was made/seconded (Pipes/Prince) and unanimously voted to approve \$1,508 to be paid from Restitution Funds to cover the HVAC repairs.

Boiler & Capital Outlay Update Replacement of boilers will be from April 25 to June 20. We will continue to have AC during much of that time.

Franklin Decertification Update Ms. Canelli reported that the Franklin Public Library has been awarded a waiver “with reservation.”

Weston Observatory Seismology Education Project Stuart Plumer joined the meeting at 8:00 p.m. He congratulated the newly-elected Patricia Reardon and Ms. Begg on her re-election. Mr. Plumer spoke about the project asking if the Board is interested in becoming involved. Following discussion, the Board agreed they are not interested at this time. Mr. Plumer will notify the Weston Observatory. He was thanked for attending the meeting and left at 8:10 p.m.

Noise in the Library Ms. Canelli stated we have made some progress and are working with school administration and the Norwood Police Department. A letter addressed to the Board dated April 3, 2012, from Mary Elizabeth Lennon, complaining about the noise and activity in the library was reviewed. Discussion followed on teens needing programs and a place in the town to gather. The schools, teachers, some churches and the civic center are all aware of the problem. We will put an article in the press informing the town of our concern. This will remain on our agenda.

NEW BUSINESS

Town Meetings Trustees were reminded of upcoming regular and special town meetings beginning on May 14.

Sastavickas Scholarship We have one application.

April 2, 2012 Election The election was reviewed and reorganization of committees will be in June.

Stuart Plumer Retirement On May 22, 7:00 p.m. the Selectmen will honor Stuart Plumer for his years of service to the library. Library trustees are invited to be present. The library trustees will also take Mr. Plumer and his wife to dinner. Mary Phinney will be invited. All

NEW BUSINESS – Stuart Plumer Retirement – continued

will be notified of the date. Discussion followed. A motion was made/seconded (Prince/ Hines) and unanimously voted to create an annual author night at the library in recognition of Mr. Plumer's dedication to the library. An initial deposit will be made from the Endowment Fund; others may donate as well. A press release will be issued after Mr. Plumer has received word of this gift in his name.

Library Brochure Ms. Canelli reviewed the current brochure stating they need to be reordered. Much discussion followed. A motion was made/seconded (Begg/Pipes) to reorder 1,000 of the current brochures at a cost of \$1.03 each. The Board's vote was as follows: four votes (Begg, Pipes, Prince, Reardon) in favor and one (Hines) opposed. The motion passed. It was agreed next year we will consider alternatives for the brochure.

DIRECTOR'S REPORT

Circulation Statistics The two-page Library Statistics 2012 Report updated April 2012 was reviewed.

Advocacy/ Marketing Report Ms. Canelli reviewed the two-page report dated April 10, 2012.

Facilities Update The report dated April 2, 2012 by James Croak was reviewed.

Departmental Reports The seven-page report dated April 10, 2012 was reviewed.

News Releases Press releases and media articles were reviewed.

Personnel Mr. Cirillo will return to work on Tuesday, April 17.

Programming This was covered in Ms. Canelli's departmental report.

Friends of The Library Their book sale will begin on Wednesday, April 25 and continue through April 28.

Minuteman Network & MA Library System (MLS) Activities were included in the Director's Advocacy Report.

Search Warrants There were no search warrants.

Miscellaneous Advisories There were several incidents this month. One concerned girls fighting in the library for which a police report was filed. Those involved were not disinvited; however, Ms.

DIRECTOR'S REPORT - continued

Canelli wrote them saying if this happens again, they will be disinvented. An unlocked bicycle was stolen yesterday.

The next meeting is scheduled for May 8, 2012.

STAFF/PUBLIC REMARKS

Ms. Canelli introduced our new Simmons College intern, Melissa Theroux, who thanked the Board for allowing her to attend this meeting, stating it is very interesting. Ms. Canelli stated she recently addressed Ms. Theroux's class at Simmons.

Ms. Ling is reading books on coal mining disasters. She is listening to *Bad Ground: The Inside Story of the Beaconsfield Mine Rescue* by Tony Wright. She is currently reading about a disaster in a coal mining town in Russia.

TRUSTEES' REMARKS

Mr. Prince saw the movie and then read *The Hunger Games* on the Nook. He prefers the Kindle versus the Nook. He has also read *Room* (2010) by Emma Donoghue and *Moonwalking with Einstein: The Art and Science of Remembering Everything* (2011) by Joshua Foer, again on the Nook.

Ms. Pipes stated she enjoys the Nook versus the Kindle. She read *The Hunger Games* last summer and just saw the movie. She also read *The Murderer's Daughters* (2010) by Randy Susan Meyers and *A Grown Up Kind of Pretty* (2012) by Joshilyn Jackson.

Ms. Reardon read *Who Killed Palomino Molero?* (1987) and *Aunt Julie and the Scriptwriter* (1995) both by Mario Vargas Llosa.

Ms. Hines read *A Covert Affair: The Adventures of Julia Child and Paul Child in the OSS* (2011) by Jennet Conant.

Ms. Fanning read *A City So Grand: The Rise of an American Metropolis: Boston, 1850-1900* (2010) by Stephen Puleo, *Tolstoy and the Purple Chair* (2011) by Nina Sankovitch and *Graceland Cemetery: A Design History* (2012) by Christopher Vernon.

Ms. Begg read *Kill Alex Cross* (2011) by James Patterson, *The Sixth Man* (2011) by David Baldacci, *Dreams of the Dead* (2012) by Perri O'Shaughnessy.

Ms. Canelli read several books, non-fiction and fiction, about the Titanic disaster: *The Dressmaker* (2012) by Kate Alcott, *Titanic Tragedy: A New Look at the Lost Liner* (2012) by John Maxtone-Graham, *Shadow of the Titanic: the Extraordinary Stories of Those Who Survived* (2012) by Andrew Wilson, and *Voyagers of the Titanic* (2012) by Richard Davenport-Hines. The 100th anniversary of the Titanic sinking is April 15, 2012.

A motion was made/seconded (Prince/Pipes) and unanimously voted to adjourn the meeting at 9:15 p.m.

Respectfully submitted,

Elizabeth M. Dickson
Recording Secretary