

**MORRILL MEMORIAL LIBRARY**  
Norwood, Massachusetts

**BOARD OF TRUSTEES**  
Minutes of April 9, 2013

**PRESENT** Patricia Fanning, Chair; Sarah Begg, Vice Chair; Susan Pipes, Cashman Kerr Prince, Patricia Reardon, Patricia Hines - Trustees; Charlotte Canelli, Director; Elizabeth Dickson, Recording Secretary. Staff representative present: Norma Logan

**MINUTES** A motion was made/seconded (Pipes/Begg) and unanimously voted to approve the minutes of the March 12, 2013 meeting.

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

**CORRESPONDENCE**

Ms. Canelli received notice that Special/Regular Town Meetings will be held May 13 and May 26. All agreed we have nothing to add to the warrant.

**FINANCIAL REPORT**

**Current** The Current Status Budget FY13 dated April 9, 2013 and Snow Removal FY03-FY13  
**FY13 Budget** dated April 4, 2013 were reviewed and discussed. Tuition reimbursement was also  
**Status** discussed. Ms. Canelli continues to urge staff to use it.

**Special Funds** Ms. Canelli reviewed the Special Funds Report FY13, dated April 9, 2013 and stated  
**Report** we are now spending the interest earned on the Book Funds.

**OLD BUSINESS**

**FY14 Budget** The FY14 Budget as Submitted Nov. 2012, 3<sup>rd</sup> Pass Cuts March 14, 2013 was reviewed and discussed.

Mr. Prince reviewed his draft "Letter to the Editor" regarding the library's need for additional funding regarding computers. He would like the Board's approval prior to submitting it to the editor for publication. Some revisions were agreed upon. Following much discussion, the Board agreed the letter should be submitted after the upcoming town meetings.

**Noise in the** Ms. Canelli shared with the Board a library publication of about 21 years ago which  
**Library/Teen** addressed noise in our library/teen behavior. It was agreed their concerns at that time  
**Behavior** were similar to today's concerns.

**LSTA Grant** Ms. Canelli stated she received comments on the grant from our consultants. She will  
**Update** submit our grant application this Thursday, April 11.

**Policy** Ms. Canelli summarized her findings regarding the town *Workplace Smoke-free*  
**Update** *Policy*. The policy applies only to employees, not the public, and smokers must be 25 feet away from outside doors and 15 feet away from the building. The Board of Health is ordering signs for us to install.

## **NEW BUSINESS**

NPA-TV Mr. Prince reported on his discussion with NPA-TV regarding them attending and filming a Board meeting. Much discussion followed. This will be taken up again when NPA-TV contacts us.

## **DIRECTOR'S REPORT**

Circulation Statistics The two-page Library Statistics 2013 Report Updated April 2013 and the Network Transfers Report FY05-FY12 dated April 1, 2013, were reviewed. Ms. Canelli stated borrowing from other libraries increases the circulation department's work. Our combined circulation numbers are down as it is difficult to get accurate database reports. However, our circulation numbers of materials checked out within Minuteman are accurate. The eBooks number should increase due to Brian Samek's learning sessions. Following discussion of advertising the library with a bookmark, it was agreed we should leave some bookmarks for town meeting members on the literature table at the town meeting.

Advocacy/Marketing Ms. Canelli reviewed the two-page report dated April 9, 2013 for March 2013. She stated she hosted a luncheon today at her home for Fire Chief Tony Greeley and department heads Dottie Vitale, Sigalle Reiss and Michelle Pizzi.

Facilities Update Ms. Canelli reviewed Mr. Croak's Monthly Report April 2013 for the month of March 2013, dated March 29, 2013. She updated the Board regarding the library safety/security/disaster plan. The boiler issue was reviewed and discussed.

Departmental Reports The six-page report April 2013 for the month of March 2013 was reviewed and discussed.

News Releases These were reviewed.

Personnel There was no report.

Programming This was covered in Ms. Canelli's Director's Report.

Friends of the Library Their meeting is scheduled for April 26.

Network & MA Library System (MLS) This was reviewed above.

Search Warrants There were no search warrants.

Miscellaneous Advisories There was no report.

DIRECTOR'S REPORT – continued

**Next meetings are scheduled for May 7 and June 11, 2013.**

**STAFF/PUBLIC REMARKS**

Ms. Logan stated 12 new Literacy tutors have begun training. Bonnie Wyler and Tina Blood will also be training. They will be matching tutors to students soon. Ms. Logan read *Dogtown: Death and Enchantment in a New England Ghost Town* by Elyssa East.

**TRUSTEES' REMARKS**

Ms. Reardon read *Dear Life: Stories* by Alice Munro and *In the Garden of the Beasts: Love, Terror and an American Family in Hitler's Berlin* by Erik Larson.

Ms. Begg read *J. M. Barrie Ladies' Swimming Society* by Barbara Zitwer.

Ms. Fanning read *Morality Play* by Barry Unsworth and *The First Four Notes: Beethoven's Fifth and the Human Imagination* by Matthew Guerrieri.

Mr. Prince read *Here, There Be Dragons* by James A. Owen, *The Swerve: How the World Became Modern* by Stephen Greenblatt, and *When I Am Playing With My Cat, How Do I Know She Is Not Playing With Me?* by Saul Frampton.

Ms. Pipes had no reading to recommend, although she has read three children's books: *Smile* by Raina Telgemeier (a graphic novel), *Storybound* by Marissa Burt, and *The Murder of Bindy MacKenzie* by Jaclyn Moriarty.

Ms. Hines announced she retired last Friday. She has listened to *My Weekend with Marilyn* by Colin Clark. Although she has enjoyed listening to books, she hopes now that she is retired to begin reading again.

Ms. Canelli is reading *Gulp: Adventure on the Alimentary Canal* by Mary Roach.

A motion was made/seconded (Prince/Begg) and unanimously voted to adjourn the meeting at 8:45 p.m.

Respectfully submitted,

Elizabeth M. Dickson  
Recording Secretary