

MORRILL MEMORIAL LIBRARY
Norwood, Massachusetts

BOARD OF TRUSTEES
Minutes of December 11, 2012

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

MINUTES A motion was made/seconded (Prince/Begg) and unanimously voted to approve the minutes of the November 13, 2012 meeting.

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

CORRESPONDENCE

Ms. Canelli commented on the *Reclassification/Classification Request* letter from the Personnel Board dated November 26, 2011.

FINANCIAL REPORT

Current The Current Status Budget FY13 dated December 2012 was reviewed by Ms. Canelli.
FY12 Budget \$14,000 from State Aid should be received soon. The budget is on target.
Status

The document presented and approved at the Friends of the Library December 7 meeting, Library Budgetary Support Request 2013, was reviewed.

Special Funds Ms. Canelli reviewed the Special Funds Report FY13 dated December 7, 2012.
Report She summarized her six-page report entitled *Book Funds of the Morrill Memorial Library: Swain, Morse, Whedon and Cudworth (Updated)*. This report is the "Book Funds Financial History to Date: November 12, 2012". Discussion followed on the Cudworth Fund. We can only spend the interest on these funds. Mr. Prince and Ms. Canelli will meet to discuss this further, and it will be on the agenda for January's meeting.

AirTemp Ms. Canelli reviewed the AirTemps account log. Following discussion, it was agreed
Systems to pay \$1,249.86 out of the Cushing Fund for these expenses. It was noted this is
FY13 Log above the \$4,000 previously allocated to be paid out of the Cushing Fund. We
continue to have other ongoing problems. Discussion was held on getting these costs
paid by the town if other town departments are also having problems. However, the
bills need to be paid in a timely manner. Ms. Canelli will contact the town for more
information. Our problems are also due to being retrofitting to an older system. What
other avenues we have to pay for these costs will be considered. Ms. Canelli has
spoken to the town and will again in January. Much discussion followed on this
subject. Ms. Canelli will review her payment figures and meeting notes and will
update the Board tomorrow.

Updated This was reviewed above in "Special Funds Report".
Book Funds Report

OLD BUSINESS

Noise in the Library There were no complaints. One iPad was left behind and was returned to the student.

FY14 Budget The submission deadline was submitted November 15. The Proposed Budget FY14 was reviewed.

NEW BUSINESS

Update Nov. 15 & 19 Special Town Meetings. Our bills were approved on November 19.

Long Range Plan Action FY2014 We will start thinking about the next plan. We will need a new plan by December 2014. Ms. Canelli's seven-page Year FY2014 plan was reviewed.

DIRECTOR'S REPORT

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

Advocacy/Marketing Report Ms. Canelli reviewed the report dated Dec. 11, 2012 for November 2012.

Facilities Update The Monthly Report December 11, 2012, Report Date 11/29/12 by James Croak was reviewed.

Departmental Reports The seven-page report dated December 11, 2012 for November 2012 was reviewed and discussed. Diane Phillips reviewed various library concerns.

News Releases Press releases and media articles were reviewed.

Personnel We have new people on staff. Refer to the departmental report for details.

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

Friends of the Library Ms. Hines complimented the Friends for their contribution to the library and stated the Friends have two wonderful programs coming up.

Minuteman MA Library System (MLS) There was no report other than what is in her director's report.
Education/Advisory committees.

Search Warrants There were no search warrants.

DIRECTOR'S REPORT – continued

Miscellaneous **The next meeting is scheduled for January 8, 2013.**

Advisories

STAFF/PUBLIC REMARKS

Diane Phillips stated she reads historical fiction and is reading *The Last Kingdom* by Bernard Cornwell and *The Fast and Furious 5 Step Organizing Solution* by Susan Pinsky. She enjoyed a program presented at the Walpole Library on de-cluttering and organization.

TRUSTEES' REMARKS

Ms. Begg was thanked for bringing her holiday cookies to our meeting. They were enjoyed by all.

Ms. Begg is reading fiction and has read *Schooled* by Gordon Korman and *Peeled* by Joan Bauer. Yesterday she donated a Winnie the Pooh cake pan to the library.

Ms. Pipes read *Where We Belong* by Emily Giffon, *Scream for Me* by Karen Rose, *Dying for You* by Mary Janice Davidson and miscellaneous short stories.

Ms. Canelli has been reading *A Murder in Wellesley: The Inside Story of an Ivy-League Doctor's Double Life, His Slain Wife, and the Trial that Grippped the Nation* by Tom Farmer and Marty Foley.

Ms. Hines read *The Count of Monte Cristo* by Alexander Dumas.

Mr. Prince read *The Gift of Rain* by Tan Twan Eng and *Northanger Abbey* by Jane Austen.

Ms. Fanning read *Island: The Compete Stories* by Alistair MacLeod and *New Bedford's Civil War* by Earl Mulderink, III.

A motion was made/seconded (Prince/Begg) and unanimously voted to adjourn the meeting at 8:20 p.m.

Respectfully submitted,

Elizabeth M. Dickson
Recording Secretary