

MORRILL MEMORIAL LIBRARY
Norwood, Massachusetts

BOARD OF TRUSTEES
Minutes of June 12, 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 representative present: Diane Phillips.

MINUTES A motion was made/seconded (Begg/Prince) and unanimously voted to approve the minutes of the May 8, 2012 meeting.

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

CORRESPONDENCE

Ms. Canelli received a letter of thanks from Stuart Plumer thanking the Board for his dinner and wonderful evening. He is pleased and excited about the future Stuart R. Plumer Author Nights in his recognition for his dedication to the library.

Ms. Canelli received a letter from the Ezra Jack Keats Foundation stating that a grant submitted by Nancy Ling, Outreach Librarian, has been awarded to the library. Ms. Canelli will include Ms. Ling's description of the project in the next departmental report.

Ms Fanning received a note from Tony Cirillo thanking the Board for their support of his taking time from the sick bank to allow him to be paid during his absence.

FINANCIAL REPORT

Current The Current Status Budget FY12 dated June 2012 was reviewed by Ms. Canelli.
FY12 Budget Discussion followed.
Status

Special Funds Ms. Canelli reviewed the Special Funds Report dated June 2012. She has not, as yet,
Report spoken with Hank Gallant regarding how he would like to spend the remaining money in the Gallant Fund. She has spoken with Bob Maguire regarding the Stuart R. Plumer Author Night Fund accounting.

OLD BUSINESS

Repair & We are in a holding pattern regarding projects. Rug cleaning will be done this
Maintenance Friday and an upcoming Saturday when the building is closed.
Projects 2012

Boiler & We will not know if the boiler is working until the fall when the heat is put on.
Capital Outlay
Update

Noise/Teen Schools are almost all out for the summer and fewer teens are in the library. There
Behavior have not been any noise complaints.

OLD BUSINESS – continued

Town Meetings Ms. Canelli reported our FY13 budget request and FY13 COLI reserve were approved at the Town Meeting in May.

Sastavickas Scholarship We had four applications and Odhran O’Carroll was selected as the recipient of the 2012 scholarship. He worked at the library 2009-2010 and is a great student with wonderful recommendations. A motion was made/seconded (Begg/Pipes) and unanimously voted to award him the \$500 scholarship from the Sastavickas Fund. Ms. Canelli will notify the candidate and the staff.

Staff Association Contract The Staff Association Contract (through June, 2014) was signed by the Board at tonight’s meeting.

Association
Contract

NEW BUSINESS

Reorganization of the Board A motion was made/seconded (Prince/Hines) and unanimously voted to elect Patricia Fanning as Chair.

and Committee A motion was made/seconded (Pipes/Hines) and unanimously voted to elect Sarah Begg as Vice Chair.

Assignments The following committee assignments were agreed upon:
Budget - Patricia Hines and Susan Pipes
Personnel - Cashman Kerr Prince and Patricia Reardon
Special - Sarah Begg and Patricia Fanning
Liaison to Friends – Patricia Reardon

DIRECTOR’S REPORT

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

Advocacy/ Marketing Report Ms. Canelli reviewed the two-page report dated June 12, 2012.

Facilities Update The report dated June 1, 2012 by James Croak was reviewed.

Departmental Reports The six-page report dated June 8, 2012 was reviewed and discussed.

News Releases Press releases and media articles were reviewed.

Personnel Tony Cirillo is working full time. Ms. Canelli stated we have a dependable part-time

custodial staff working.

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DIRECTOR'S REPORT – Personnel - continued

Fran Dalton notified Ms. Canelli on June 1 she will be retiring June 30. Due to Mr. Cirillo's part time work schedule, the budget will not be affected. We have a job description for Ms. Dalton's position and Ms. Canelli has posted the open position within the town. We are not advertising in newspapers.

Programming This was covered in Ms. Canelli's departmental report. She listed the three fall musical Sunday programs and is planning to have three spring programs.

**Friends of
The Library** The Friends held their Annual meeting on June 6, 2012.

**Minuteman
MA Library
System (MLS)** Activities were included in the Director's Advocacy Report. Ms. Canelli stated that the MLN directors are voting on the OverDrive assessment at the meeting June 20 and it may be doubled. Our eBook usage continues to increase. Ms. Canelli will vote in favor of an increased budget but not a doubled budget.

**Search
Warrants** There were no search warrants.

**Miscellaneous
Advisories** There was one issue in the parking lot of a car illegally parked. The police ticketed the vehicle, but did not tow it away as that is not the procedure for the Norwood Police Department. Discussion followed.

Staff is looking forward to this Friday's staff development day which will be held at the new Walpole Library. Our library will be closed on that day.

The children's summer reading program has begun.

The next meeting is scheduled for September 11, 2012.

STAFF/PUBLIC REMARKS

Ms. Phillips stated how hot the meeting room was tonight due to lack of air conditioning. She is reading books regarding running, as she will be running in a 10k race in October.

TRUSTEES' REMARKS

Ms. Begg read *The Hunger Games* by Suzanne Collins, *Gideon's Corpse* by Douglas Preston and Lincoln Child, and *Catch Me* by Lisa Gardner.

Patricia Hines is reading *The Last Kingdom Series* about Alfred, King of England (849-899) by Bernard Cornwell. She enjoys historic fiction.

TRUSTEES' REMARKS (continued)

Patricia Reardon *Empire Falls* by Richard Russo and *A Sense of an Ending* by Julian Barnes,

Ms. Canelli read *Wife 22* by Melanie Gideon. She also read *On the Island* by Tracey Garvis-Graves and *The Marriage Bargain* by Jennifer Probst on her Kindle.

Ms. Pipes read *Friday Night Lights: A Town, a Team and a Dream* by H. G. Bissinger, *Guilty Wives* by James Patterson and the *Life of Pi* by Yann Martel. She stated you can get free books on eBook on Fridays and discussion followed.

Mr. Prince is reading *Letters from My Windmill* by Alphonse Daudet in French and written in 1869.

Ms. Fanning read *Culture Club: the Curious History of the Boston Athenaeum* by Katherine Wolff and *Art of the Steal: Inside the Sotheby's-Christie's Auction House Scandal* by Christopher Mason.

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