

MORRILL MEMORIAL LIBRARY
Norwood, Massachusetts

BOARD OF TRUSTEES
Minutes of May 7, 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: Harriet Simons

MINUTES A motion was made/seconded (Prince/Begg) and unanimously voted to approve the minutes of the April 9, 2013 meeting.

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

CORRESPONDENCE

Ms. Canelli reminded all of the special and regular town meetings to be held May 13 and subsequent nights.

FINANCIAL REPORT

Current FY13 Budget Status The Current Status Budget FY13 dated May 7, 2013 was reviewed and discussed.

Special Funds Report Ms. Canelli reviewed the Special Funds Report FY13, dated May 7, 2013.

Utilities Update The Utilities FY13 updated April 30, 2013 was reviewed. As usual, we are over budget for gas and electric usage. June unpaid utility bills will be presented to the town for approval at a fall special town meeting.

OLD BUSINESS

FY14 Budget Ms. Canelli believes the FY14 budget will be passed at the town meeting as it has the recommendation of the Finance Commission.

Noise in the Library/Teen Behavior Ms. Canelli reported all is well at the library with no unusual teen disturbances.

LSTA Grant Update Ms. Canelli included the 2013/14 LSTA grant application form in the packet. It was submitted by the deadline of April 11. We will hear sometime after July 1.

NEW BUSINESS

Course Reimbursement Ms. Canelli stated Brian Samek would like to be reimbursed for two Cisco exams at a cost of approximately \$300. She approves of this as it relates to the technology skills he uses at the library. A motion was made (Prince/Hines) and unanimously voted to reimburse him up to \$300 following his receiving an appropriate grade on the tests.

DIRECTOR'S REPORT

Circulation Statistics The two-page Library Statistics 2013 Report Updated May 7, 2013 was reviewed. Ms. Canelli stated that the computer class statistic is up due to Brian Samek's eReader classes.

Advocacy/Marketing Ms. Canelli reviewed the two-page report dated May 7, 2013 for April 2013. Discussion followed.

Facilities Update Ms. Canelli reviewed Jim Croak's two-page report dated April 31, 2013 for April 2013. Ms. Canelli stated they are moving ahead slowly on the library safety/security/disaster plan. Mr. Croak is putting numbers on all doors and is looking at ways to lock doors in times of a lock down.

Departmental Reports The seven-page report May 2013 for the month of April 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. There were 18 adult programs held last month.

Friends of the Library Their book sale made \$1,800. Ellen Ellis was the Spring Book Sale coordinator. She has also been hired part time in our circulation department.

Minuteman Network & MA Library System (MLS) There was no report. They are voting on whether to contract with Freegal as a consortium. All MLN libraries have changed the email client to Gmail. Brian Samek is assisting staff with the change to Gmail. Email addresses will not change.

Search Warrants There were no search warrants.

Miscellaneous Advisories We are also waiting to hear on the outreach grant. Nancy Ling received an award from the MA Library Association.

Our next meeting is scheduled for June 11, 2013.

STAFF/PUBLIC REMARKS

Ms. Simons is reading *Blackberry Winter* by Sarah Jio.

TRUSTEES' REMARKS

Ms. Hines has read *The Other Queen* by Philippa Gregory.

TRUSTEES' REMARKS - continued

Mr. Prince read *Mrs. Miniver* by Jan Struther.

Ms. Fanning read *Utopia Parkway: The Life and Work of Joseph Cornell* by Deborah Solomon, *The Essential Joseph Cornell* by Ingrid Schaffner, *The Glenrock Book of the Dead* by Marion Winik.

Ms. Begg read *If Hooks Could Kill* by Betty Hechtman and *Two Graves* by Douglas Preston and Lincoln Child. She stated NPA-TV will not be attending a Board meeting until at least the fall.

Ms. Pipes read *Anne Perry and the Murder of the Century* by Peter Graham and *Six Years* by Harlan Coben.

Ms. Reardon read *News from Heaven: The Bakerton Stories* by Jennifer Haigh and *The House of Medici: Its Rise and Fall* by Christopher Hibbert.

Ms. Canelli stated that all five town computers in the library were replaced beginning the last week in April and there have been several glitches with hers as they had to replace the first one. She is finishing the bookmark to distribute at the town meeting. She is working with Molly Undercamp, an award-winning teacher at Norwood High School, who is doing a project with students in her Civics class. Ms. Canelli has given them a thorough tour of the library. They have proposed a library card registration drive both at the high school and at the library for their project.

Ms. Canelli read *What My Mother Gave Me* edited by Elizabeth Benedict, an essay by 30 women authors. She highly recommends this book.

A motion was made/seconded (Begg/Prince) and unanimously voted to adjourn the meeting at 8:18 p.m.

Respectfully submitted,

Elizabeth M. Dickson
Recording Secretary