

**M. G. Parker Memorial Library
Board of Library Trustees
Meeting Minutes
May 17, 2017**

The meeting was called to order at 4:33pm by Chairperson Linda Trouville

In Attendance: Chairperson Linda Trouville, John Dyer, Eric Jackson, Monique Verville and Director Nanci Milone Hill, James Nolan was absent.

Reorganization – Monique Verville nominated Eric Jackson for chairperson, Mr. Jackson accepted the nomination. Linda Trouville was nominated for vice-chair by Monique Verville, Dr. Trouville accepted the nomination. Eric Jackson nominated Monique Verville as clerk, Ms. Verville accepted. John Dyer moved to cast one ballot for officers as nominated, seconded by Linda Trouville, unanimously approved.

Community Input- There was no community input

Introduction - Katie Therrien was introduced to our board as our outgoing intern from Innovation Academy in Tyngsboro, the board congratulated Katie upon her completion of her internship. Trustee, Monique Verville presented two signed copies of titles by Ruth Bass to the library donated by her mother-in-law Linda Verville.

Review of the minutes from April 12, 2017 motion to accept the minutes was made by John Dyer and seconded by Monique Verville, unanimously approved.

Review of Bills and Payroll- Bills from the weeks of 4/14/2017 to 5/11/17 and Payroll from the weeks of 4/10/2017 to 5/13/2017, a motion to accept as presented was made by John Dyer and seconded by Linda Trouville, unanimously approved

Budget and Financial Report – Addendum Attached-

Director Nanci M. Hill asked Town Manager James Duggan to approve an additional part-time Library Assistant position for Children and Young Adult Services to help alleviate the shortage of coverage in the Children's Room. The Town Manager has approved this additional staffing for FY18. The Director will write up a job description and forward the request to Human Resources for posting.

Performance Overview- Addendum Attached-

Directors Report- Addendum Attached-

John Dyer suggested we put a plant marker on the hibiscus in the mezzanine with the donor's name on it.

The Director requested the trustees approve the morning closing of the library on Thursday, May 25, 2017 this is a rescheduling of a professional development day for NARCAN training. Monique Verville made a motion to close the library from 8:30am-1:00pm on Thursday May 25, 2017 seconded by Linda Trouville, unanimously approved.

John Dyer invited everyone to the Memorial Day Parade which will kick off from the Greenmont Avenue School at 11am on Monday, May 29, 2017 which will be followed by a ceremony at Dracut High School.

Unfinished Business-

None

Continuing Business-

None

New Business-

Mobile Hot Spots – Because of patron abuse we are requesting policy changes to the Wi-Fi Mobile Hot Spots. John Dyer moved to accept changes as detailed by the director, Linda Trouville seconded the motion, unanimously approved.

The Director asked the Chair if the Board would like to meet over the summer months, or recess. Eric Jackson asked the Board members for input. Everyone was in favor of recessing over the summer and meeting next in September. John Dyer pointed out that the Chair could always call a meeting over the summer if he and the Director thought it necessary. The Director offered to send reports to the Trustees over the summer to keep them updated. John Dyer made the motion to accept the recommendation, seconded by Monique Verville, unanimously approved.

Next Meeting – September 13, 2017

Suggestions for Next Meeting - None

Hearing no objections Chair, Eric Jackson adjourned the meeting at 5:16pm

Minutes Approved by:

Eric Jackson, Chair

Monique Verville, Clerk

John Dyer, Trustee

James Nolan, Trustee

Linda Trouville, Vice-Chair