

M.G. Parker Memorial Library
Board of Trustees
Meeting Minutes for September 12, 2012

John Dyer, Chair of the Board of Library Trustees, called the meeting to order at 4:27 p.m. at the M.G. Parker Memorial Library. Members in attendance were Clee Ace, Cheryl Storm, and James Nolan. Linda Trouville was absent.

The Board noted an update to Open Meeting laws from the Town Clerk, Kathleen Graham.

The members then reviewed minutes of the previous meeting of June 13, 2012. Cheryl Storm moved to accept the motion, James Nolan seconded, and the minutes were approved as submitted.

The Board then reviewed bills and payroll disbursements from June 10 to September 9, 2012, and unanimously approved them. In this connection, the Director, Randy Robertshaw noted the transfer of monies to expendables and to building maintenance.

The Board then moved onto the Director's Report:

1. The Summer Reading Program was a marked success. Two prizes a week were awarded.
2. In regard to building maintenance, the Director specifically mentioned a compressor failure, and the \$1800.00 cost for replacement. Also, the automatic light system may have been the object of tampering, and the code is to be changed by Mercier Electric. In another cost cutting measure, the Director indicated that the paper dispensers in the restrooms are now of the "pull down" type, not the "C fold" paper type. Finally, SJ Services replaced the single cleaner with two cleaners for ninety minutes a night. The budget is now set for sixteen hours at a cost of \$14,000.00 as opposed to the previous \$27,000.00 to \$28,000.00.
3. The Friends of the Library have provided two new computers for the Children's Room. The "launch page" as one goes to the Internet has been added to expedite access to search engines and other sites. Patrons can also receive by e-mail a weekly list of new materials by using www.dracutlibrary.org/new.
4. Two youth library pages have been hired; there are three such positions that have yet to be filled.
5. Additional matters mentioned included an addition to the museum passes, namely, Tower Hill Botanical Garden, the submission of the ARIS Report, the State Aid

- Report, and the October release of the new OPAC on line catalog that is faster and provides improved reliability.
6. A new collection code is in operation so that a computer search of the stacks will permit a patron to determine if a new book is 'fiction' or "non-fiction."
 7. The Foundation has made provision to acquire shelving signage and four additional computers. The Chair moved that the Board formally thank the Foundation for its work on computers. The Board unanimously agreed.
 8. The Library is providing a "60 Second Survey" to gauge patron satisfaction. The first survey seeks information on library programs.
 9. The Director's Report also included recent activities and plans of the Friends of the Library and the shift of collections from one part of the library to another in an attempt to make more room. The report concluded with "Meet the Author" events for the Fall and Spring and "Family Movie Night" presentations.

The Board then turned its attention to business deferred from the June meeting. It noted the recommended change to the Appropriate Library Use Policy so that now the only liquid allowed in the library is bottled water in a container that can be closed. No liquid is allowed near the computers.

New Business saw the unanimous approval of the schedule of 2013 Closings, the 2013 Board of Trustees meetings, and the ARIS Report. The Board then reviewed a meeting request on Agenda 21 (a United Nations initiative to control local zoning standards). The Town Manager had observed to the Director that this is a matter of free speech and not a political matter. The Director had also consulted with other MLVC directors and found that such an activity did not result in a problem, and the Board agreed to permit the processing of the request. The final matter of new business involved a review of FY2013 State Aid and FY2014 Budget Preparation wherein the library must meet a difference of \$750,949.17.

Between 5:30 and 6:15 p.m., the Board toured the library from the top floor to the basement and the outside of the building to be more cognizant of the items that need repair or attention. Building repairs will be a matter for Unfinished Business at the October meeting.

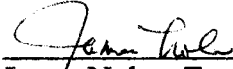
The meeting adjourned at 6:25 p.m. after a motion by Clee Ace, seconded by Cheryl Storm, and approved unanimously.

Minutes submitted by: James Nolan, Secretary

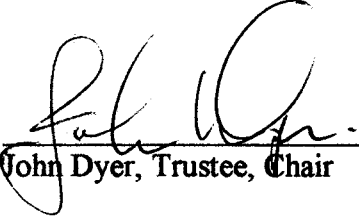
Minutes Approved by:



Cleo Ace, Trustee



James Nolan, Trustee



John Dyer, Trustee, Chair



Cheryl Storm, Trustee

Linda Trouville, Trustee