

Boyden Library
Board of Trustees
Minutes of Monthly Meeting
Wednesday, August 21, 2013

8:15 pm Welcome and call to order Tom Magee.

Attendees: Trustees Tom Magee, Fran Spillane, Ellen Pillsbury, Joe Lally and Sue Burlone; Friends' President Diane Monahan. Also present Library Director Jerry Cirillo. Absent: Trustee Kevin Penders.

Minutes: The minutes of the July 17, 2013 meeting were reviewed. Fran Spillane moved to approve; Joe Lally seconded; all agreed.

Friends' Report:

Friends' President Diane Monahan reported they are exploring potential book sale dates, though not in 2013. Due to the safety issues and the requirement for a permit from Town Hall, they will no longer be selling baked goods at book sales. The Friends' are also waiting to hear the Trustees plan for a rededication ceremony. Trustee Ellen Pillsbury will attend the Friends' September 4 meeting.

Professional Staff Reports:

Professional staff reports for the month of June 2013 and July 2013 were reviewed.

Financial Reports:

The June 2013 financial report was reviewed.

Director's Report:

The Director's Report was reviewed. There was some discussion on the advertising of two new part-time Library Assistant positions for the Adult Circulation Desk and four Library Page positions. Director Cirillo also reported that he is ready to enter into a contract with the cleaning service, Comm-Clean, Inc. from Mansfield.

Library Technology Update

Director Cirillo reported the purchase of 32 new PCs from SAILS; the WiFi connection in the library being worked on by FTG Technologies and the school department; briefly discussed were electronic message boards and FCA equipment installation in the meeting room.

Trustee Sub-Committees

Tom Magee asked for volunteers to help plan the library rededication. After a brief discussion it was decided that Tom, Ellen and Sue will work on this with a tentative date for the ceremony in early October.

Liaison Reports: Selectmen; Advisory Committee

Selectmen liaison Fran Spillane reported that the Andrew Gala Meeting Room was being converted to office space for office staff currently housed in the lower level of Town Hall. Advisory Committee Member Kevin Powers reported the Advisory Committee did not meet in August.

Building Addition/Renovation Project Issues:

All issues were discussed and covered in the Joint Meeting held earlier in the evening.

Capital Campaign:

Tom Magee made a motion to accept checks donated to the Capital Campaign in the amount of \$30,775.00; Fran Spillane seconded; all approved.

Other Business:

The SAILS Library Network annual assessment, in the amount of \$27,618.00, was presented to the Board of Trustees for approval and signatures.

The Library Director's annual evaluation form will be sent out by Fran Spillane to all Trustees.

8:45 pm Fran Spillane made a motion to adjourn the meeting; Joe Lally seconded; all agreed.

Respectfully submitted,
Deborah J. Volpini