

**BOARD OF LIBRARY TRUSTEES  
MEETING OF FEBRUARY 9, 2010**

A meeting of the Board of Library Trustees was held at Southworth Library on February 9, 2010. Ms. Aisenberg called the meeting to order at 5:06 p.m.

**BOARD MEMBERS**

Kathryn Murphy Aisenberg, Chairman  
Rachel Charrier, Vice Chairman  
Chuck Bichsel

Lorraine Carey  
Andrew Couto  
Paul Pereira

**STAFF**

Dolores J. Tansey, Interim Director

Audrey Quail, Administrative Clerk

Approval of Minutes. A motion was made by Ms. Carey, seconded by Ms. Charrier, and unanimously voted to approve as amended the minutes of the meeting of January 12, 2010. The amendments were in the paragraphs dealing with the waiver hearing, the report of the Friends of the Libraries, and the director search.

Report of the Financial Secretary. Mr. Pereira reported that the budget is running pretty much on course. We will keep a watchful eye on utilities, and on-line expenses have gone over budget.

Director's Report for the month of January, 2010, was filed. Ms. Tansey was asked to invite Library Associate Joanne Sousa to the next meeting to update the Trustees on the volunteer program.

Report of the Friends of Dartmouth Libraries. Ms. Aisenberg reported that she had forwarded some information to the Friends regarding an ALA calendar for books. Mr. Bichsel reported that he had made a presentation on grants to the Friends. The presentation was tweaked and then presented to the Dartmouth Library Foundation.

Report of the Dartmouth Library Foundation. Mr. Pereira reported that the Foundation seemed quite interested in considering whether grant writing would be a more productive way to help the libraries than the fund raisers which are quite labor intensive. The Foundation is currently concentrating its efforts on the 4<sup>th</sup> Annual Mystery Night which has been scheduled for March 19, at Southworth. Setup is at 5:00 p.m. All are asked to attend. Melanie Sousa was added to the Foundation board at the last meeting.

Grants. Ms. Aisenberg noted that the town has received 18 applications for the position of grant writer. That grant writer would likely not be available to us at this time. Ms. Aisenberg asked Mr. Bichsel to investigate. Mr. Bichsel reported that he has spoken to the grants administrator for New Bedford, as well as representatives of the New Bedford Symphony Orchestra and the Whaling Museum. All have offered assistance. A motion was made by Mr. Bichsel, seconded by Ms. Carey, and unanimously voted to establish a Grants Committee. It is anticipated that this committee would consist of Trustees,

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Friends, and Foundation members, as well as the Library Director or her designee, staff and members of the community. The committee would assess the Library's grant readiness, develop grant-seeking knowledge and skills, and work with the Director to identify, prioritize, and pursue grant opportunities.

Correspondence.

Ms. Tansey read the letter acknowledging Brian Walsh for his assistance in locating, reproducing, and sending certain vital records information to the requesting party.

Ms. Tansey read the letter from Janet Sherwood regarding the Friends Appreciation breakfast. Ms. Aisenberg noted that there have been many positive comments about the breakfast.

Old Business.

Director Search Committee. March 2 was set as the date for interviews of three candidates for the position. The preferred schedule was discussed, and it was agreed that candidates would be given a "walk-through" by Ms. Tansey or Ms. Aisenberg.

FY 11 Budget Revisions. As a result of meeting with Finance Committee liaison Shannon Jenkins, we learned that the Finance Committee is working with a document explaining the MAR which is at odds with the form filled out by annually by libraries applying for State Aid. The narrative used by the Finance Committee speaks to an increase of 2.5% beyond the average appropriation (TAMI) of the prior three years. The form used by libraries requires them to use 2.5% beyond the Municipal Appropriation Requirement (MAR) or the TAMI for the prior three years, whichever is higher. This information will have to be factored in to our budget presentation to the Finance Committee on March 4, 2010.

Suggestions were made to enhance our budget presentation. Ms. Aisenberg asked that we provide her with the circulation statistics for the self-service terminal.

Answer to Other Library DVD Policies. Ms. Tansey presented the results of a survey of nearby libraries as to the number of DVDs they allow to be checked out. There is no consensus among the libraries. Some have no restrictions and some allow only one DVD to be checked out.

New Business.

Small Meeting Room. The Trustees viewed potential locations for a small meeting room in Southworth Library. Each location had its benefits, drawbacks, and requirements for spending to make the space usable. It was agreed that this matter should be tabled until we can have the input of the new Library Director.

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Other Business.

The Libraries will be closed on February 15, 2010, in celebration of Presidents Day.

The next meeting was called for Tuesday, March 2. The time will be determined once the interviews have been scheduled.

Today's meeting was adjourned at 7:09 p.m.

Respectfully submitted,  
Audrey Quail  
Administrative Clerk