

**BOARD OF LIBRARY TRUSTEES  
MEETING OF JUNE 2, 2010**

A meeting of the Board of Library Trustees was held at Southworth Library on June 2, 2010. Mr. Couto called the meeting to order at 5:15 p.m. Ms. Carey was absent.

**BOARD MEMBERS**

Andrew Couto, Chairman  
Paul Pereira, Vice Chairman  
Kathryn Murphy Aisenberg

Chuck Bichsel  
Rachel Charrier  
Lorraine Carey

**STAFF**

Jennifer Inglis, Director of Libraries

Audrey Quail, Administrative Clerk

Approval of Minutes. A motion was made by Ms. Aisenberg, seconded by Mr. Bichsel, and unanimously voted to approve as submitted the minutes of the meeting of May 4, 2010. During the discussion of the May 4 minutes, it was agreed that the minutes of the regular meeting of April 13 should be revised to be consistent with the language in the May 4 minutes relative to the anticipated value of the Fisher Maid statue as indicated by the sale of other works by the artist. A motion was made Ms. Aisenberg, seconded by Ms. Charrier, and unanimously voted to amend the minutes of the regular meeting of April 13, 2010.

Report of the Financial Secretary for the month of May, 2010. Ms. Charrier expects that we will finish the fiscal year within our budget if June expenses run as the May expenses did.

Ms. Inglis noted that we have placed an order for 100 current CDs. These will be paid by our expendable funds. Our CD collection has not been updated in some time, and Ms. Inglis is confident that the new CDs will improve our circulation figures.

There was a question as to how much circulation is generated by the rental collection that is sponsored by the Dartmouth Library Foundation. Ms. Inglis noted that Senior Librarian Lynne Antunes has raised the issue of the cost effectiveness of the rental book collection. We will ask SAILS if they can break out the number of rental books that circulate as opposed to rental DVDs. We will then be able to approach the Foundation to see whether they would be willing to modify the rental collection.

A motion was made by Ms. Aisenberg, seconded by Mr. Bichsel, and unanimously voted to approve the report of the Financial Secretary for the month of May, 2010.

Director's Report for the month of May, 2010. Ms. Inglis reported on the meetings she has initiated or attended during the month. Highlights include a brainstorming session with library staff that produced six sheets of ideas on programming, publicity & media, outreach, volunteers, North Dartmouth, Southworth building improvements, and general suggestions. Ms. Inglis noted that the Trustees should be proud of the staff for having so many creative ideas.

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Some specifics: a printer for public and staff at North Dartmouth, a phone in the back room, and at least some evening hours at that location; clean windows, vents, mildew and mold from Southworth; purchase additional dehumidifiers to fight future mold and mildew problems; partnering with a garden club to beautify the buildings; volunteers to distribute library fliers around town; better use of WBSM for publicity, a library column in the Chronicle; outreach; and programs to include how to, school age, after school, young adult, movies, art.

Ms. Inglis has met with Cyndi Marland at DCTV to discuss the possibility of a monthly program. It would probably be a half-hour show with 15 minutes of the Director and 15 minutes with a guest.

Ms. Inglis met with Shannon Jenkins to discuss the FY 2011 budget request that has been increased but will still require us to seek a waiver and with David Cressman to discuss the posting of the Children's Librarian position upon the favorable budget vote by Town Meeting.

She attended a SAILS Library Network meeting to devise a three-year plan for the network and a SEMLS meeting to discuss ramifications of the region's being disbanded in favor of a statewide system. (There will be one headquarters in western Massachusetts and the eastern office will be in Waltham this year and would then move to Framingham.) Delivery would not be affected, but continuing education and databases provided by SEMLS will be lost.

A six-week adult summer program has been planned. It will feature speakers from the Southeastern Massachusetts Agricultural Partnership, the Dartmouth Natural Resources Trust, and the Lloyd Center. Every other week will feature a movie in keeping with the environmental theme.

The children's summer reading program begins June 28. Mondays will be dedicated to teens; Tuesdays to performers; Wednesdays to wee-read, crafts, and storytime; Thursdays to crafts and a movie; and Fridays to storytimes at the Farmers Market

Friends of Dartmouth Libraries. The Friends held their annual meeting this morning. A reorganization of the Friends is anticipated in November. One of the participants at the meeting suggested that the Old North Dartmouth Library appears to be in need of stabilization and that CPC funds would likely be available for this. Mr. Couto suggested that CPC funds should also be sought to move the historic building out of the path of the relocated Tucker Road.

Correspondence.

Mr. Couto read the letter from Coastline Elderly Services thanking the library for hiring Marjorie McCarthy.

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Mr. Couto then read the letter from Ms. Inglis thanking the Trustees for the welcome reception they had sponsored (and for choosing her to be Director of Libraries).

Community Park. Ms. Charrier reported that the Community Park Committee was successful in having CPC funding approved by Town Meeting for phase 1 of the project. The Community Park Committee appreciated the willingness of the Board of Library Trustees to transfer ownership of land adjacent to Southworth to the Park Department. Fundraising for the project began on May 24. It was suggested that the summer reading party could serve as a lead-in to a fundraiser for the park immediately following. The next meeting of the CPC has been scheduled for June 11.

Meeting Room Use Application. A motion was made by Mr. Bichsel, seconded by Mr. Pereira, and unanimously voted to approve the revision to the Meeting Room Use Policy and the new application process as proposed by the Director.

It was suggested that pictures of the various meeting locations could be placed on the website so that applicants would be able to determine which best fits their needs.

Town Meeting. Town Meeting approved our FY 2011 Budget as recommended by the Finance Committee.

Children's Librarian. As a result of the favorable vote by Town Meeting, funding will be available next year for a Children's Librarian. The position will be posted for seven days according to DTEA guidelines. If necessary, the position could then be advertised broadly. Ms. Inglis will draft an ad for the July meeting. She would like to see an age-specific program plan as part of the application process.

Tucker Road. An impact meeting for abutters has been scheduled for Monday, June 7. Unfortunately, Ms. Inglis will not be available to attend. She asked the Executive Administrator to reschedule the meeting but was unsuccessful. She will develop an impact statement based on the circulation statistics that the branch used to enjoy before its hours were cut.

Mr. Couto and Mr. Bichsel will represent the library at the impact meeting. Alternatives to the Tucker Road building were discussed including a mall branch, which would have to be open the same hours as the mall, and federal funding for the relocation of the North Dartmouth Library as a "business." If the building is taken, it must be replaced. Information regarding the Tucker Road plan will be posted on our website.

Elevator Inspection. We received a 90-day permit for our elevator due to water in the pit. We may need a new pump. This is yet to be determined. Mr. Pereira suggested that the School Department might be able to loan us their expertise on this matter.

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Dehumidifiers. The need for additional dehumidifiers for the lower level of Southworth Library was discussed, and the Trustees authorized the expense for two 40 to 50 gallon capacity dehumidifiers, preferably with a lockout feature for safety.

Head Custodian. The recovery process continues, and Mr. Sousa will be out at least four more weeks. Ms. Aisenberg noted that he should not be expected to do more lifting than is absolutely necessary upon his return. She will speak to the Friends about their finding a volunteer to move their books.

Statue. Mr. Bichsel requested use of Town Counsel on this matter but was denied at this time. He was advised by the Executive Administrator that the library should conduct its own research as to the terms of the gift, any restrictions, how it came to the library from the schools, and establish ownership. We should also have it appraised for insurance value. Regarding the possible sale of the statue, Mr. Cressman advised that the Treasurer, the Select Board, and Town Meeting would all have a voice.

Director's Schedule. Ms. Inglis will be out the next two weeks and will return on June 22.

The next meeting was scheduled for Tuesday, July 6, at 5:00 p.m.

Today's meeting was adjourned at 7:15 p.m.

Respectfully submitted,  
Audrey Quail  
Administrative Clerk