

LIBRARY'S BOARD OF TRUSTEES
MINUTES OF MEETING FEB. 8, 2001

PRESENT:

Stephen Dalton, Trustee (Acting Chair)
John Meehan, Trustee
Donald Ford, Trustee
Phyliss Greene, Trustee
Edward Hazlett, Trustee
Marjorie Hill-Devine, Director
Ann Gutting, Asst. Dir/Ref. Lib.

Meeting called to order at 7:03 p.m.

Mr. Hazlett motioned to accept the previous meetings minutes with hope in the future that they won't be as lengthy. Mr. Ford seconds. Voted unanimous.

COPYRIGHT:

Ms. Gutting informs the Board that after extensive investigation on the ownership of the glass plates, it is determined that the Library does not own copyright of them and cannot deny or grant permission for use. She states that the Library has had possession of the slides anywhere from 1965-1968. George DeSaulnier who was present at the meeting informed the Board that he needs a letter of permission to use the slides, and any money made from the book would be donated back into the general fund of the Town. Mr. Hazlett motions to issue a letter to the Historical Commission giving them permission to use the photographs from the collection that the Library has for his publication contingent on terms and availability of Ms. Gutting to help him. Mr. Meehan seconds. Vote unanimous.

PLASTER & ELECTRICAL WORK TECH SERVICES:

Discussion ensued regarding the plaster, electrical and possible painting work to be done in the Technical Services Room over Presidents Day Weekend. Ms. Hill-Devine informed the Board that of the 3 estimates she received for the whole plaster project, which included the Museum, only 2 had broken out the Tech. Services room. She asked one contractor for a comprehensive estimate and recommends going with him. Mr. Ford motions to award the job to Paul Varone at his proposed amount on the Ms. Hill-Devine's recommendation. Mr. Hazlett seconds. Vote unanimous.

PLASTER & ELECTRICAL WORK UPSTAIRS:

Per Ms. Hill-Devine, the electrical work was awarded to R & D Electric but a contract is needed due to the fact that the work exceeds \$5,000.00. She states that a contract is over Town Hall with Gina Wilder to be signed.

CHILDREN'S DEPT. - SERVICE VISION:

Mr. Dalton states that a request was made to Ellen Nickerson, Children's Librarian, to bring the Board a visionary statement about children's programs. It was reiterated to her that the Board needs to see a report and it still hasn't been given. He suggests that the Board formally make a request in a memo to her that the Vision Report is needed. Mr. Meehan states that his impression was she was having difficulty envisioning something that couldn't be handled with the manpower available. Mr. Hazlett agreed to that. Mr. Dalton says that if a Vision Report was articulated then it would help the Board make a determination to lobby for more staff to make it happen. Mr. Hazlett states that she should submit 2 reports. One report now and one report on what she could and would do with more staff. Mr. Hazlett motions to have the Chairman, Mr. Redgrave, formalize the request in a brief courteous letter to Ms. Nickerson regarding Visioning. Mr. Ford seconds. Vote unanimous.

Mr. Hazlett recommends to Ms. Hill-Devine to get a basic estimate for a handicap ramp in the Children's Room for the next meeting.

RETROSPECTIVE CONVERSION GRANT:

Ms. Hill-Devine informed the Board about a \$4,000.00 grant from the State (NMRLS) to purchase cataloging for items missed when we went online 10 years ago. The library will identify the items and Noble will do the work with the payment from the State directly to Noble.

NEW BUSINESS:

Mr. Meehan recommends that the Board consider following the guidelines of the Mass Library's Trustees Handbook as a working hypothesis. Mr. Dalton says he thinks it is a good idea to review the handbook and suggests to Mr. Meehan to itemize concrete examples from the book to put on the next agenda. He also suggested that perhaps a sub-committee to study the Handbook would be effective.

REQUEST FROM STATE AID TO TECH SERVICES:

Ms. Hill-Devine informs the Board that there is a negative balance of \$81.00 in Technical Services division and is requesting a transfer of \$800.00 from State Aid to be used through the rest of the year. Mr. Hazlett motions to transfer the \$800.00. Mr. Meehan seconds. Vote unanimous.

DATE OF NEXT MEETING: March 15, 2001 at 6:30 p.m.

Mr. Hazlett motions to adjourn at 8:27 p.m. Mr. Ford seconds. Vote unanimous

As transcribed from tape by Barbara Clarke.