

**BOARD OF LIBRARY TRUSTEES  
DRAFT MEETING MINUTES**

DATE: March 28, 2016 TIME: 7:10 p.m. PLACE: Main Library  
PRESENT: Mark Linde, Chairperson; Margaret Mone, Vice Chairperson; Jocelyn Meek; Lawrence Siskind; Jean Derenoncourt; Nancy Smith; Aminah Pilgrim; Joseph Policape; Keith Choquette, Assistant Library Director  
ABSENT: None  
VISITORS: Anne Beauregard; Fred Howell  
RECORDING: Tina King

<u>TOPIC/AGENDA</u>	<u>FINDINGS/DISCUSSION</u>	<u>RECOMMENDATIONS/ACTIONS</u>	<u>FOLLOW-UP</u>
1. Acceptance of Minutes	Minutes from February 22, 2016 were accepted as submitted.	Motion to accept by Jean Derenoncourt, second by Margaret Mone; approved with 1 abstain.	
2. Hearing of Visitors	Anne informed the Board of upcoming events Reported on the gift shop, Fred gave Trustees a timeline of what the Foundations plans are for the West Library.		
3. Director's Report	Public Properties removed asbestos insulation from the East Library. DeCosta repaired lock in men's room in the Reference area. A motor in the boiler room was replaced. A new white board was installed in the reference department to support the STEM grant activates. Public Properties had to repair the book drop in the wall near the white Ave. entrance. Reported on a theft at the gift shop where \$100 was stolen. Attended several meetings. Councilor Shaynah Barnes reported her car was broken at the East Library. She suggest we have security cameras installed. Our final installment of state aid was awarded. It was \$62,536.70.		

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4. Chairman's Report	Received an email from Councilor at Large Winn Farwell concerning our meeting nights. According to Article 6 Section 2; no city meeting should be conducted on Council meeting nights. It's the opinion of the Board to try and have the ordinance changed.	Mark Linde, Chairperson of the Board, will contact Councilor Farwell to have this ordinance changed to allow the Board to continue to meet on the fourth Monday of the month.	
5. Old Business	<p>Carpeting for the multi-purpose; Foundation to pay for new carpet.</p> <p>Security cameras; would like to add 4 new cameras, fiction area, reference, children's room and Main Street side of building.</p> <p>Artwork security: get estimate from John Arapoff for most expensive paintings that are not secured and are within reach of the public.</p>	<p>Keith and staff to pick out color.</p> <p>Motion to have Director to move forward with these cameras and research cabling for cameras to front desk and gift shop by Jocelyn Meek, second by Aminah Pilgrim voted unanimous.</p>	
6. New Business	<p>Items lost by patrons for 7 years or more would like to have OCLN delete them from the system.</p> <p>Microscope/Telescope Circulation Policy</p>	<p>Motion to purge any lost items 7 years or older by Jean Derenoncourt, second by Joseph Policape; voted unanimous.</p> <p>Motion to approve by Margaret Mone, second by Nancy Smith; voted unanimous.</p>	
6. Other topics Chair did not reasonably anticipate might be discussed:	None		
7. Adjournment	Meeting adjourned at 8:14pm.	Motion by, Jean Derenoncourt second by Jocelyn Meek; so moved	