

**BOARD OF LIBRARY TRUSTEES
DRAFT MEETING MINUTES**

DATE: November 16, 2015 TIME: 6:31 p.m. PLACE: Main Library
 PRESENT: Mark Linde, Chairperson; Margaret Mone, Vice Chairperson; Jocelyn Meek; Lawrence Siskind; Aminah Pilgrim; Jean Derenoncourt; Joseph Policape; Keith Choquette, Assistant Library Director
 ABSENT: Nancy Smith; Elliot Miller
 VISITORS: Fred Howell, Rima Tamule, Anne Beauregard
 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 October 19, 2015 were accepted as submitted.	Motion to accept by, Lawrence Siskind, second by Jocelyn Meek; voted unanimous.	
2. Hearing of Visitors	<p>Fred Howell informed the Board of a memorial event they are planning in January with the Whitman and Hanson Libraries for Bruno Guerra.</p> <p>Updated the members on the West Branch window renovation.</p> <p>Would like to have a committee put together to gather information on the needs of the West Branch.</p> <p>Rima Tamule, Branch Assistant Supervisor, reported on damage her car received while parked at the West Branch Library. Rima explained the two incidents that occurred and encouraged the members to have security cameras installed.</p> <p>Anne Beauregard gave the new Trustees applications to join the library foundation. Anne also reported approx. 800 items were bought from the gift shop and they need more donations.</p>		
3. Director's Report	<p>John Reardon won his workers compensation appeal</p> <p>Accepted the resignation of Lisa Manuel, effective 11/13/15.</p> <p>Parking lot lights in the West Library lot have been repaired.</p> <p>A replacement camera was installed in the rear driveway at the Main Library.</p> <p>Kenmark will be replacing 3 copiers/printers with new ones at</p>		

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	<p>same cost of our old lease.</p> <p>Met with Kathleen Conti who published an article featuring the library art work.</p> <p>Also met with the Health & Safety committee and the department heads.</p> <p>Fred Howell contacted me concerning the memorial dinner for Bruno Guerra to be held in January.</p>		
4. Chairman's Report	<p>Filled the Board in on Ed Miller's resignation.</p> <p>Updated everyone on Nancy Smith's condition.</p> <p>Discussed the allowance of remotely participating in board meetings.</p> <p>Would like to start a Director's search.</p>	<p>Nancy's recovery is going well.</p> <p>Will bring to Mayor's attention to receive authorization.</p> <p>Form a subcommittee of 4 members of the Board.</p>	
5. Old Business	<p>Approve the Rules of Behavior.</p>	<p>Motion to approve by Lawrence Siskind , second by Jocelyn Meek; voted unanimous.</p> <p>Jean Derenoncourt made the suggestion to have rules translated into other languages.</p>	
6. New Business	<p>Personnel requests that new Trustees need have a CORI done.</p>	<p>Keith will check with legal on this.</p>	
6. Other topics Chair did not reasonably anticipate might be discussed:	None		
7. Adjournment	<p>Meeting adjourned at 7:44pm.</p>	<p>Motion by Jean Derenoncourt, second by Lawrence Siskind; so moved.</p>	