

Jacob Edwards Library  
Board of Trustees  
Dec. 17, 2013

Meeting was called to order at 12:25PM

- Present: Dick Whitney, Gary Bridgeman, Robin Weber, Rev. Peter Joyce, Margaret Morrisey, Director
- Absent: Paula Dacoles, Wesley Stanhope;

I. Previous minutes reviewed and accepted by Board.

II. Old Business;

A. Centenary Planning Calendar reviewed. Attached to the minutes is a table of events that require Trustee approval for funding and/or planning and participation. Robin, Dick and Margaret met on consolidate planning into a combination of already planned library activities, and Trustee events.

B. Reviewed current status of the book project. Moving forward without major complications.

C. Dick will purchase the appreciation gift card for Joan and submit for reimbursement.

III. Financial Report

- Report not available at time of meeting
- Margaret presented an overview of the voucher procedure.
- Margaret recommended Trustees become familiar with the town budgeting process and through the Chair take an active role .
- Fiscal 14 certified state aid is about \$300.00 less then FY 13. The first installment is 10,692.64

IV. Chairmen's Report

- Dick nominated Robin Weber to be Vice Chair. Robin accepted the nomination. Peter so moved, Gary 2nd the motion. All approve.
- Dick recommends that a nominating committee be started to help in the recruitment of Trustee members. This would allow for more personal outreach. General discussion.
- Wesley Stanhope has resigned, but still needs to sent a written resignation to the Town. The Trustees now has two openings. ( One Bank and One Town)  
At the Jan. 21, 2014 meeting Karen Harnnois, and Mindy Ernst-Fournier from the Town of Southbridge, as well as representative from the Bartholomew group will be attending.

V. Policy Review

- Trustees held a discussion of the current Internet use policies. Issues of staff safety, children's safety and patron access to information were reviewed. No changes were made at this time to the current policy. Further discussion will be held.
- Margaret provided copies of the current Trustee By-Laws that should be reviewed as part of an on-going process of review.

VI. Director's report highlighted many successful events and programs held at the library.

VII. New Business;

- Rev. Peter Joyce announced is sabbatical to Brazil. He will be out of the country from Dec.-May 2014.
- The trustees voted to forward the nomination to the bank of Mary Ellen Blake to the Board of Trustees.

VIII. Next meeting is Jan. 21, 2014 12PM at the library.

Meeting Adjourned at 1:40PM

Minutes submitted by Robin Weber

*Approved 1/21/2014*