

**BOARD OF LIBRARY TRUSTEES
MEETING OF JANUARY 12, 2010**

A meeting of the Board of Library Trustees was held at Southworth Library on January 12, 2010. Ms. Aisenberg called the meeting to order at 5:06 p.m. Mr. Couto was absent.

BOARD MEMBERS

Kathryn Murphy Aisenberg, Chairman	Lorraine Carey
Rachel Charrier, Vice Chairman	Andrew Couto
Chuck Bichsel	Paul Pereira

STAFF

Dolores J. Tansey, Interim Director	Audrey Quail, Administrative Clerk
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Mr. Bichsel asked if there were items to be discussed this evening that were not on the agenda. He suggested that making an announcement at the beginning of the meeting would give the members some time to think about the item before having to act upon it.

It was explained that any Trustee has the right to put something on the agenda. Any of the other members can then ask that the item be tabled to allow more time for thought.

Approval of Minutes. A motion was made by Ms. Carey, seconded by Mr. Pereira, and unanimously voted to approve as submitted the minutes of the meeting of December 8, 2009, as amended as follows:

that the last sentence of the Director's Report reads: "The Trustees suggested that staff be invited to take advantage of off-site training opportunities as they become available."

that the second sentence in Procedures for Reviewing Drafts reads "The Open Meeting Law has been a topic of discussion between Mr. Bichsel and Ms. Killoran of the Board of Library Commissioners and Mr. Bichsel and the District Attorney's office."

Report of the Financial Secretary. Mr. Pereira reported that the budget is pretty much on target for the first half of the fiscal year.

Director's Report. Ms. Tansey noted that the Dartmouth Libraries once again are the busiest in the SAILS Network in terms of circulation and interlibrary loans. Regarding the new hours at North Dartmouth Library, Ms. Tansey has received three patron complaints—two of which were anonymous. She responded to the third and explained that the change in hours was necessitated by staffing constraints. On any given day, half of the staff works from 9:00 to 5:00, and the other half works 12:00 to 8:00; their shifts overlap only from 12:00 to 5:00.

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Library Associate Joanne Sousa has reported increasing numbers of visitors since the new hours took effect on January 2. We are hoping that statistics will show increased circulation for the branch. The Trustees noted that safety is more important than savings in this situation. If there is no volunteer available to work with Ms. Sousa, a substitute should be hired. Ms. Aisenberg suggested a display of thematic material for the branch which could be updated periodically and announced in a press release.

Ms. Tansey reported that she had gone to Brandon Woods to receive the first of five annual installments of a \$5,000 gift in memory of Elizabeth Barrow. Upon learning that Brandon Woods wanted to honor Mrs. Barrow, her son Scott, former bookmobile librarian, said that she loved to read large-print books and asked that the memorial gift be given to the Dartmouth Public Libraries. Mr. Barrow said that the money should go into a gift account rather than a trust so that we can spend the entire amount on the large-type collection.

Ms. Tansey then reported on Dartmouth's presentation at the Waiver Hearing with the Massachusetts Board of Library Commissioners. In addition to Ms. Aisenberg and Ms. Tansey, Dartmouth was represented by Executive Administrator David Cressman, Select Board member Lara Stone, and Finance Committee Chair Shannon Jenkins. Ms. Tansey presented an overview and stated that the libraries will be submitting an FY 2011 budget request which will meet the State's Municipal Appropriation Requirement. Mr. Cressman said that he would favor a 2011 budget process where any budget cuts would be across the board rather than last year's priority system which unfairly targeted the Library and Park Departments. Ms. Aisenberg noted that the Board of Library Commissioners warned communities that appeared before them annually that they should be prepared for the time that their request for a waiver will not be granted.

Report of the Friends of Dartmouth Libraries. Ms. Tansey has two pending requests for funds to install a phone jack and for improved lighting in one area of the children's room. To date she has not received a response. She further explained that historically the Friends would donate a sum of money after their book sale that would be available for use at the discretion of the library. The Friends are considering Ms. Tansey's requests because they consider them appropriate to be funded by the Town.

Report of the Dartmouth Library Foundation. The Foundation has scheduled *Murder, Maestro, Please* for Friday, March 19, at Southworth Library. A cash bar will be available at 6:30 p.m., and the show will begin at 7:00 p.m. This year the Foundation will be asking David Antunes to be the sound engineer for the play. The Foundation also voted to fund the request of \$12,209 for library shelving as the first step toward the redesign of the young adult area. The Foundation is requesting the plaques be placed on the shelves acknowledging the gift. A formal presentation will be made with coverage by the Standard-Times and The Chronicle.

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Correspondence.

Email Requesting Off Hours Use of North Dartmouth Library Parking Lot. The Trustees discussed the request to allow staff parking for Stephen & Company as an alternative to the salon's request for a variance for a 12-space parking lot. The Trustees cited safety and liability issues and took no action on the request.

Old Business.

Director Search. Ms. Aisenberg reported that the Committee will meet on January 25. They have received 15 applications. Ms. Aisenberg asked the Trustees to be prepared to make a decision at the February 9 meeting, if necessary, on whether we would want to engage an agency to find us a number of qualified applicants. Ms. Aisenberg will do some research and noted that the Select Board had promised the Trustees a Search Budget.

Grants. Ms. Aisenberg asked if Mr. Bichsel would be willing to spearhead a Grant Task Force involving representatives of the Foundation, the Friends, and the community. Mr. Bichsel said that he would like to meet with the Foundation and the Friends but was concerned about the timing for the Task Force. He noted that he had spoken to Sue McGarrity of the Falmouth Library Foundation who would be happy to provide us with some of their grant writing experience. (Falmouth received similar assistance from Quincy and Plymouth.) The Falmouth Library Foundation is quite successful having received \$110,000 in grants, most of them local.

New Business

Small Meeting Room. This item was tabled until Mr. Couto could be present.

Online Training. Ms. Tansey reminded the Trustees to go online for the training and testing on the State Ethics Commission Conflict of Interest Law.

Other Business.

Ms. Tansey presented the press coverage for Information Services Librarian Sharani Robins' Drop in and Decorate program. Volunteers baked and decorated cookies which were then brought to the Council on Aging for their holiday party.

Ms. Aisenberg noted that Town Meeting is June 1 and recommended that the Trustees also run for Town Meeting Member.

Ms. Tansey reported that reducing the number of DVDs on a card to 5 had been a "kneejerk reaction" which is not working well for the patrons or for us. The display racks are overfull, and the overflow has to be shelved in the back room. Ms. Tansey asked

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that maximum be raised to 15. A discussion ensued. A motion was made by Mr. Pereira, seconded by Mr. Bichsel, and unanimously voted to raise the maximum to 15 DVDs per address.

The next meeting was scheduled for February 9, 2010, at 5:00 p.m.

Today's meeting was adjourned at 6:45 p.m.

Respectfully submitted,
Audrey Quail
Administrative Clerk