

**BOARD OF LIBRARY TRUSTEES
MEETING OF FEBRUARY 2, 2010**

A meeting of the Board of Library Trustees was held at Southworth Library on February 2, 2010. Ms. Aisenberg called the meeting to order at 5:00 p.m. Mr. Pereira 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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The subject of today's meeting was the FY 2011 budget request that would be submitted to the Finance Committee for its review and recommendation.

Ms. Tansey spoke of the importance of submitting a budget which would meet the MAR requirement for the next fiscal year. It is incumbent upon the library department to submit a request for adequate funding which would be in conformance with the regulations put forth by the Board of Library Commissioners.

The Trustees agreed that a MAR budget should be submitted. They acknowledged the need for an Assistant Director but were cognizant of the Finance Committee's statement last year that the library department was top heavy in its salaries. Ms. Tansey explained that the department appeared top heavy because a hiring freeze precluded us from being able to fill the positions made vacant by the retirement of several Pre-Professionals and a Library Associate. After significant discussion, it was the consensus of the meeting that an argument will be made for the position of Assistant Director as it will relate to the new Director of Libraries.

It was agreed that the budget request should show the difference in the cost of three Pre-Professional Library Assistants versus three Library Assistants. We will also show the difference in the cost of a 40-hour Maintenance Custodian versus an 18-hour Cleaner. Mr. Couto noted that there is a formula used by the State to determine the need for a custodian based upon the square footage of a building.

The Trustees reviewed the narratives prepared in support of the budget request. They asked how many volunteers are working for the library, how many hours they work, and how the numbers of volunteers have grown. It was noted that this information will be very important when applying for grants. The Trustees also asked how recent budget cuts have hurt library services.

Shannon Jenkins, our liaison on the Finance Committee, will be meeting with us on Monday, February 8 at 2:00 p.m. David Cressman has been invited, and Ms. Aisenberg will represent the Trustees.

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

Today's meeting was adjourned at 6:30 p.m.

Respectfully submitted,
Audrey Quail
Administrative Clerk