

**BOARD OF LIBRARY TRUSTEES  
MEETING OF AUGUST 10, 2010**

A meeting of the Board of Library Trustees was held at Southworth Library on August 10, 2010. Mr. Couto called the meeting to order at 5:06 p.m. with all members present.

**BOARD MEMBERS**

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

**STAFF**

Jennifer Inglis, Director of Libraries	Audrey Quail, Administrative Clerk
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Approval of Minutes. A motion was made by Ms. Charrier, seconded by Mr. Pereira, and unanimously voted to approve as submitted the minutes of the meeting of July 6, 2010.

Report of the Financial Secretary for the month of July, 2010. Ms. Charrier reviewed the report through July 31, 2010. The average of salaries expended is 5.9. Professional salaries are running at a lesser percentage as we have not yet hired a Children's Librarian. Substitutes are also running at a lower than expected percentage due to the closing of Southworth Library and the reassignment of staff to North Dartmouth. On-line expenses are tapped at the beginning of the fiscal year for annual expenses related to the automated network.

Director's Report. Ms. Inglis reported that having to close Southworth Library for ventilation problems has resulted in lower numbers for our Summer Reading Program. This year we have 200 fewer participants than last year. Ms. Inglis reported on the virtual conference she had attended for the handheld librarian. The conference discussed maximizing the use of current and emerging technology to bring libraries to electronic devices such as smartphones. Ms. Inglis noted that her duties as a member of the SAILS Long-Term Planning Committee and the Chair of the Technology Committee will result in her having to attend various SAILS meetings during the upcoming year.

Friends of Dartmouth Libraries. Ms. Aisenberg reported that the Friends are currently discussing a genealogy program which would discuss the fundamentals of such research.

Dartmouth Library Foundation. Ms. Inglis met Ms. Hazzard at the groundbreaking of the Community Park, and a meeting will be planned for the near future.

Correspondence.

Old Business.

Community Park. Ms. Inglis reported on the Planning Board meeting that she had Ms. Charrier had attended. The Planning Board recommended with reservations that the

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Community Preservation Committee fund Phase II of the Community Park project. The Planning Board's concern was the number of hours that the park would be closed while school is in session.

Ms. Charrier reported that the Superintendent of Parks has been in discussion with the Superintendent of Schools toward an increase in the number of hours the park would be available to the general public.

The August 6 groundbreaking for the park was dramatic with the Caterpillar poised to break down the old basketball hoops.

Children's Librarian. Ms. Inglis reported that there was one in-house candidate who declined the position. There have been three interviews arranged for candidates who responded to the outside job posting.

Statues. Mr. Bichsel has continued working on this project with assistance from Information Services Librarians Brian Walsh and Sharani Robins. It has been determined that the Schools accepted the FisherMaid as a gift. She was placed into storage until she was moved to the library. It remains unknown whether she was given to the library or merely installed at the library. Mr. Bichsel has an appointment to review School Committee minutes from 1982 in the hopes of discovering where ownership of the FisherMaid lies. Mr. Bichsel has also received a couple of offers for appraisals of the statue. He noted that a review of the minutes of the Friends of Dartmouth Libraries and the Board of Library Trustees make it clear that expenses for the installation would not be taken from the library budget. The Friends stepped forward at that time, and it is hoped that they would step forward again if we need them. Establishing ownership will determine who is responsible for appraisals and insurance and who would reap the proceeds from any sale of the property.

The Spirit of the Immigrant was a gift to the Town.

Building Issues. Our elevator maintenance people were called in to pump the pit, and the inspection took place the next day. The elevator passed its inspection and its provisional permit has been replaced.

The Southworth sewer pump issue is slated to be addressed in connection with the work on the Community Park.

#### New Business

Air Conditioning Failure. The original cost of the compressor was \$21,500. Complications with the installation resulted in an invoice for \$4,500 in additional labor costs. The system had to be shut down due to a combination of failures of various valves and controllers. The projected cost for these most recent repairs which are related to the chiller unit is \$18,975. Ms. Inglis continues to work with the Executive Administrator on this issue. The best course of action has not yet been determined.

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Air quality at Southworth Library is not healthy for staff or patrons. The combination of heat, humidity, noise and pollution from the adjacent construction project necessitate the closing of the building. Discussion ensued.

It is not practical to move the operation between the main facility and the branch on a daily basis. Ms. Inglis reported that staff has been working very hard in adverse conditions with very few complaints. Closing for a week was an option, but it was determined that we would still be at the mercy of the weather conditions on any given day.

Mr. Couto suggested that the main facility remain closed until Labor Day. Ms. Aisenberg suggested the installation of a tent or a gazebo so that patrons would still be able to pick up their holds at Southworth. That would not be practical because it would require electricity and a cable drop. Ms. Aisenberg then suggested the installation of an automated book dispenser (like redbox), but Ms. Inglis noted that the cost of those machines is in the neighborhood of \$100,000.

Opening the lower level only was discussed, but that would not work because we would not be able to cover the increased activity at the branch and the lower level with our limited staff. Mr. Pereira suggested the rental or purchase of a portable air conditioning unit to create some space where staff could go for relief.

A motion was made by Mr. Bichsel, seconded by Ms. Carey, and so voted with Ms. Charrier opposed to close Southworth Library until Labor Day. Ms. Charrier preferred a week to week schedule. The Trustees asked the Director to write another letter to the editor that could also be posted on the doors of the libraries, on the library website, and on the town website. It was stressed that this is a question of air quality and not comfort.

Telephone. We hope to have our phone system repaired tomorrow. There was a long delay as Verizon and Metropolitan determined where the problem lay. There were two issues. A power outage had caused the phones to be on the night message when they should have been ringing through. A surge when the power returned then caused the answering system to fail. We can currently receive phone calls, but there is no voicemail available. This repair is estimated to cost \$2,500.

#### Other Business

We have just learned that Restaurant 99 will not be catering Saturday's Summer Reading Party (which will still be held outside Southworth Library). They are willing to provide the hamburgers and hot dogs, but have no staff to send and no grill available. Ms. Inglis was authorized to tap our expendable accounts to purchase food for the party as necessary. All other remaining programming will be canceled.

Mr. Pereira mentioned that movie posters hanging on the wall at Southworth. Ms. Inglis said that the posters were created by Senior Librarian Lynne Antunes. Kudos went to

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Ms. Antunes, and it was suggested that any future movie posters should be placed on our website as well.

Mr. Pereira then reported on a conversation he had with a gentleman whose family owns a vending machine business. The machine dispenses Coca-Cola products, and the library would get a percentage of sales. Ms. Inglis noted that one of the popular things happening in libraries is to have a local bank install an ATM machine. The patrons get the convenience of the ATM, the library doesn't incur expenses associated with credit cards, and the participating bank receives the fees.

The next meeting was scheduled for Tuesday, September 14, at 5:00 p.m.

Today's meeting was adjourned at 5:55 p.m.

Respectfully submitted,  
Audrey Quail  
Administrative Clerk