

**BOARD OF LIBRARY TRUSTEES
MEETING OF NOVEMBER 9 2010**

A meeting of the Board of Library Trustees was held at Southworth Library on November 9, 2010. Mr. Couto called the meeting to order at 5:10 p.m.

BOARD MEMBERS

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

STAFF

Lynne M. Antunes, Acting Director	Audrey Quail, Administrative Clerk
-----------------------------------	------------------------------------

Approval of Minutes.

A motion was made by Mr. Pereira seconded by Ms. Charrier, and unanimously voted to approve the minutes of October 5, 2010, with the correction of the next meeting date on the last page of the minutes.

Report of the Financial Secretary for October, 2010.

Ms. Charrier briefed the Board on the Financial Statement through October 31, 2010. Prior to today's meeting, the report was reconciled with Town Hall's records. This has caused some October expenses to now be reflected as November expenses. A total of \$3,491.74 under the building repair and maintenance line item was incurred for the installation of surge protectors for the main power box and the CATV/wireless box.

Director's Report for October, 2010.

Ms. Antunes expanded upon her written report. She anticipates that we will begin Mother Goose on the Loose programming early in the new year. We received word today that the low bidder for the HVAC project is MMC Walpole. The Executive Administrator will check references for the company before awarding the contract. In the interim, work has begun on the cleaning of vents and the replacing of ceiling tiles. Mr. Couto suggested that we contact NSTAR to see if they can come in and provide new lighting rather than the recessed lighting we currently have. He suggested that NSTAR would have grant money available to do this at no cost to the libraries. Ms. Antunes will contact the School Department for advice on how best to remediate a broken area of asbestos insulation. The need for overhead signs was discussed but will be deferred until our floor plan has been finalized.

Report of the Friends of Dartmouth Libraries.

Judy Lund's recent program on whaling masters and whaling voyages sailing from American ports was well attended. Upcoming events include a November 16 program by Rhonda McClure on Getting Started in Genealogy. The Friends have agreed to purchase a new Christmas tree for the Annual Tree Trimming program which has been scheduled for December 4. There will be a holiday book sale on the same day. Ms. Aisenberg noted that

**BOARD OF LIBRARY TRUSTEES
MEETING OF NOVEMBER 9 2010**

the Friends would like to donate a quilt to the library in memory of one of their board members. We should review our Gift Policy in advance of receiving this formal request.

Report of the Dartmouth Library Foundation.

The Annual Meeting has been scheduled for Wednesday, November 17. There will be an Italian dinner and entertainment by Heather Church and her students. The charge is \$20 per person. A new slate of officers elected at the Annual Meeting.

Correspondence.

Resignation of Chuck Bichsel. A motion was made by Mr. Pereira, seconded by Ms. Carey, and unanimously voted to accept the resignation of Chuck Bichsel dated October 14, 2010, as of the date of today's meeting.

Per the requirements of the Town Charter and as recommended by the Executive Administrator, a letter will be drafted forthwith to notify the Select Board of this vacancy. It was the consensus of the meeting that the vacancy should be posted on the library website, within the library, and through The Chronicle and The Standard-Times. The Board of Trustees would interview interested candidates and make their recommendation to the Select Board for the best person to represent the libraries until the April election.

Old Business.

Community Park.

Ms. Charrier reported that the Community Park Committee met on October 29. The project has received a grant for \$214,000 and will be sending out letters with the goal of raising \$27,000 in private donations. These donations will now be tax deductible through the auspices of the Community Foundation. Design changes had added 34 days to the project; however, it is anticipated that the final paving course will be installed this weekend. (The sidewalk to the library will be completed upon the installation of the sewer pump.)

New Business.

Library Director. Ms. Antunes read a copy of an email sent to Mr. Couto asking for the Trustees' intent relative to the appointment of a permanent director. Ms. Antunes was asked whether she would be interested in the permanent position and answered in the affirmative.

A motion was made by Ms. Aisenberg, seconded by Ms. Carey, and unanimously voted to send a letter to the Select Board indicating the intent of the Board of Library Trustees to appoint Ms. Antunes to the position of Library Director upon the ratification and funding of the collective bargaining agreement with the Steelworkers Union.

The Trustees noted that Ms. Antunes has the qualifications, the backing of the staff and the Trustees, and is already producing results.

**BOARD OF LIBRARY TRUSTEES
MEETING OF NOVEMBER 9 2010**

Construction Grant Round 2010/2011.

Ms. Antunes reported on the workshop she and Ms. Quail attended. This is a brand new grant round—not a continuation of the previous round. We would be required to review and revise the current plan, produce a new geotechnical report and new schematics, hire an Owner's Project Manager, hold public hearings, submit the 44-page application process by a January 27, 2011, deadline.

The Trustees agreed that this would be very labor intensive for a project that still may not have the support of the Town. It was suggested that we contact SRPEDD and/or the State to determine how imminent is the reconstruction of the Tucker Road intersection. It was also suggested that the better approach might be to rent a vacant building in the area. The idea of a non-binding referendum question was also discussed.

We will begin a planning process for library service which will include public forums. This will help us to gauge the support for a library in the northern end of town.

Rowdy Teens.

Ms. Antunes reported on the problems we have been having with a group of unruly teens. The worst incident was on election night when someone's nose was broken in spite of the intervention of the officer on duty for the elections. Patron safety is becoming an issue, and graffiti is also an increasing problem. We will contact the Police Department to determine our best course of action. Further suggestions included wall pack lighting, the immediate cleaning of tags, and the planting of inhospitable landscaping.

The next meeting was scheduled for Tuesday, December 14, 2010, at 5:00 p.m.

A motion was made by Mr. Pereira, seconded by Ms. Aisenberg, and unanimously voted to adjourn today's meeting at 6:55 p.m.

Respectfully submitted,
Audrey Quail
Administrative Clerk