

**DUXBURY FREE LIBRARY
BOARD OF TRUSTEES
MEETING MINUTES
FEBRUARY 14, 2008**

Members Present: Theodore Flynn (Chair), Carl Meier, James Mandrell, and Elane Mutkoski

Staff Present: Elaine Winquist (Director), David Murphy (Reference Division Head), Carol Jankowski (Circulation Division Head), Rose Hickey (Technical Services Division Head), Nancy Denman (Children's Division Head) and Deborah Killory (Administrative Assistant)

The meeting was called to order at 8:10 am.

Minutes of previous meeting

The minutes of the January 16, 2008, meeting were presented. One typographical error was corrected.

Moved by Mr. Meier, seconded by Mr. Mandrell, to approve the minutes of the January 16, 2008 meeting as amended.

Vote: 4 – 0 in favor

Chair's Report

Mr. Flynn deferred to the Library Director.

Director's Report

Ms. Winquist reported that the library had received \$5,307.25 from the Southeastern Regional Library System (SEMLS) from its recently resumed net lender program. The funds have been deposited with the town in Fund 26 and are to be used for materials and associated costs, such as processing costs. She reminded the Trustees of the Friday, February 29 legislative breakfast in Norton and encouraged them to attend.

The Trustees asked about the Duxbury Reads program and Ms. Winquist reported that the programs have been well attended. Ms. Jankowski said that the book was chosen based on its broad appeal to this community, and its accessibility in terms of reading level. Her one regret was that they were unable to bring the author to Duxbury for a program. Mr. Flynn commented that it was a very unifying program for the town.

Ms. Winquist said that after Annual Town Meeting and town elections she would like to approach the School Committee again about the fees charged to the library for use of the PAC.

Departmental Reports

Reports of the Children's, Circulation, Reference and Technical Services were distributed.

Friends

Ms. Winquist noted that the Friends donated \$15,000 to the Library for materials which will help in meeting certification requirements. They are also planning to fund seven scholarships for high school seniors who have been actively involved with the library for many years.

Policy Review

The Collection Space Policy, Customer Service Policy, and Posting of Free Materials Policy were reviewed. The Library Director recommended that no changes be made to these policies.

Moved by Mr. Mandrell, seconded by Mr. Meier, to conclude their review of the three policies listed above by noting their support of the Library Director's recommendation of no changes at this time.

Vote: 4 – 0 in favor

Loss of Certification: Bridgewater Public Library

The Bridgewater Public Library has lost certification. The Duxbury Free Library Trustees have adopted a Noncertified Libraries Policy which allows them to deny borrowing services to patrons of libraries that are not certified.

Moved by Mr. Meier, seconded by Mr. Mandrell, to deny borrowing privileges to the patrons of the Bridgewater Public Library, which has lost its certification.

Vote: 4 – 0 in favor

Ms. Winquist pointed out that not lending to the patrons of a library that has lost certification supports the library in obtaining funding from its community. A letter will be sent to the Bridgewater Public Library Director and Board of Library Trustees, informing them of the vote and of the DFL policy on noncertified libraries.

Town Meeting/Town Elections

At the Special Town Meeting within the Annual Town Meeting, an article will be included for funding new phone systems for the library and other town buildings. Recent budget shortfalls of the School Department were discussed and Mr. Flynn said that he would contact Ms. Sullivan of the Board of Selectmen to ask how the school budget problem will impact the town.

One resident, in addition to incumbent James Mandrell, has pulled papers to run for one of the two available seats on the Board of Library Trustees.

The next meeting is scheduled for Wednesday, March 5.

Moved by Mr. Meier, seconded by Mr. Mandrell, to adjourn the meeting at 8:48 am.

Vote: 4 – 0 in favor