

**DUXBURY FREE LIBRARY
BOARD OF TRUSTEES
MEETING MINUTES
MARCH 5, 2008**

Members Present: Theodore Flynn (Chair), John Hill, Carl Meier, Nancy Delano, James Mandrell, and Elane Mutkoski
Staff Present: Elaine Winqvist (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 8:15 am.

Minutes of previous meeting

The minutes of the February 14, 2008, meeting were presented.

Moved by Mr. Mandrell, seconded by Mr. Meier, to approve the minutes of the February 14, 2008 meeting as presented.

Vote: 6 – 0 in favor

Chair's Report

Mr. Flynn reminded the Board that Annual Town Meeting was set to begin at 9:00 on the coming Saturday, March 8, with the special taking place first. He stated that when an override comes at some future date the library must be ready with a plan to restore (or increase, as described in the library's long range plan) services in terms of staffing, hours, etc. Some general budget concerns were discussed, especially in relation to the school department's request to pay for textbooks with capital funds, which the Trustees felt was inappropriate.

Director's Report

Ms. Winqvist distributed her report and noted that Duxbury Reads program was coming to an end. It had been a totally positive experience. The culminating program was scheduled for Sunday, March 9 and was to feature "our own soloist", Matthew Pierce, a cellist from the Plymouth Philharmonic Orchestra.

Ms. Winqvist had attended the MLA legislative breakfast and had brought back with her some information on the Board of Library Commissioners legislative agenda, which she distributed. She pointed out that budget line items 9501 and 9506 were the lines she watches most closely and that have the most direct impact on the DFL budget.

Departmental Reports

Reports of the Children's, Circulation, Reference and Technical Services were distributed. The High School and Middle School libraries have applied for grants from the MBLC that require working with the public library. Mr. Hill noted that the reports each month reflect the energy and hours that the staff puts in and wanted to acknowledge this.

Friends

The Friends have a new meeting schedule. They will fund seven scholarships for seniors who have been involved in young adult activities for several years.

Town Meeting/Town Elections

The Annual Town Meeting was scheduled for Saturday, March 8 and the town election was set for Saturday, March 22. Candidate night was set for March 13 at 7:00. Special Town Meeting was to include an article for funding new phone systems for the library and other town buildings.

Ted noted that he had sad news: this was Mr. Meier's last meeting as a trustee. Mr. Mandrell presented a gift to Mr. Meier expressing the appreciation of the Board. Mr. Meier said that he had enjoyed the trustee experience greatly and noted the significant milestones during his tenure: the hiring of a new director, development of two long range plans, and the unionization of the staff.

The next meeting is scheduled for Wednesday, April 16.

Moved by Mr. Mandrell, seconded by Mr. Meier, to adjourn the meeting at 8:47 am.

Vote: 6 – 0 in favor