

**DUXBURY FREE LIBRARY
BOARD OF TRUSTEES
MEETING MINUTES
MARCH 9, 2010**

Members Present: Theodore Flynn (Chair), Elane Mutkoski, James Mandrell, Nancy Delano, and Paula Harris

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

Also present: Laura Sullivan

The meeting was called to order at 8:10 am in the Setter Room at the Duxbury Free Library.

Minutes of previous meeting

The minutes of the February 9, 2010 meeting were presented. One change was made.

Moved by Ms. Harris, seconded by Mr. Mandrell, to accept the minutes of the February 9, 2010 meeting as amended.

Vote: 5 – 0 in favor

Chair's Report

Mr. Flynn noted that Ms. Winquist had done a great budget presentation before the Board of Selectmen. He had made a point of thanking the Selectmen for their fiscal support of the library.

Director's Report

Ms. Winquist reported on the problems with the new public catalog interface that continued for a week and a half. She also noted that she has a meeting scheduled with a sales representative to discuss an RFID materials handling system.

Department Reports

Reports of the Children's, Circulation, Reference and Technical Services Departments were distributed. Mr. Flynn commented on the breadth of programs at the library.

Friends Report

Ms. Sullivan reported that the Friends have not met since the last Trustees meeting.

Policy Review

The Collection Space Policy and the 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 Ms. Harris, to accept the recommendation of the Director for no changes to the Collection Space Policy and the Posting of Free Materials Policy.

Vote: 5 – 0 in favor

Library Budget: FY11

There was no new information on the budget.

Mr. Flynn noted that this was the final meeting for Trustee Nancy Delano, who is not running for reelection. He recognized her for her years of service to the library. Ms. Delano responded that her membership on the Board had been a positive experience and complimented the library staff and the Trustees with whom she has served.

The next Trustees meeting will be April 13.

Moved by Mr. Mandrell, seconded by Ms. Harris, to adjourn the meeting at 8:30 am.

Vote: 5 – 0 in favor