

Minutes for Randal Library Trustees Meeting

May 16, 2012

Meeting called to order at 7:33

Present: Library Trustees: Tim Reed, Harry Donahue, Amante Coppes, Barbie Wolfenden, John O'Keefe, Kathy O'Brien and Jane Epstein
Director: Melissa Fournier

Absent: None

Visitors: None

Public Comment: None

Secretary's Report: Amended the word treasury to treasurer in April minutes.

Treasurer's Report: None. Tim provided an explanation regarding the difficulty of having John recognized as Trustee treasurer officially at the bank...awaiting paperwork. Funding will be needed for the end of the fiscal year in order to maintain current accreditation.

At the beginning of the meeting, Tim noted that officers needed to be nominated and voted upon. Barbie requested a review of the positions to be decided. Tim asked her to table that request until a later time in the meeting. She agreed. Tim Reed was nominated and unanimously voted to be the Chair, John O'Keefe to be the Treasurer and Kathy O'Brien to be the secretary.

Director's Report:

Melissa

- Shared that e-book usage was up 500% from the same period last year but the regular circulation was down.
- Was asked to break down the numbers of users and what type of materials being used under the e-book usage for a future meeting.
- Was asked to provide a matrix of director's goals for a future meeting.
- Explained the Advantage portion of the Middlesex Network regarding e books.

FRL Report:

Barbie

- Updated members about the Facebook page and a Blog entitled Stow Reads.
- Reviewed the progress of the Friends town wide mailing for raising funds and some of the costs involved.
- Reminded members of the book sale on the upcoming weekend.
- Noted that "Love your Library" is the current theme.

Chairman's Report:

Tim

- Noted that the chosen firm is Johnson and Roberts for the library renovation/restoration. The next stage is negotiations with the Building Committee for the design phase.
- Presented the members with the policies and procedures that are currently available. He suggested that these be reviewed and researched to establish updated documents. Amante and Barbie volunteered to form a subcommittee to do so.
- Asked that members pause for an executive session and reconvene following that session. Unanimously approved.

Executive Session: 8:00pm

Open Session Resumed: 9:55pm

- Meeting scheduled for next week (May 23rd) for continuation of executive session.

Meeting was adjourned at 10:07pm.

Respectfully submitted,


Kathy O'Brien

