

MINUTES OF MEETING

TOWN OF LINCOLN PUBLIC LIBRARY

BOARD OF TRUSTEES

October 25, 2005

CALL TO ORDER:

The meeting was called to order at 5:40 PM at the Lincoln Public Library.

PRESENT:

Diane Walsh, Treasurer, Denise Blais, Kristine Donabedian and Will Postle, Trustees. Also in attendance was Becky Boragine, Library Director.

ABSENT:

Karen Quinn, excused.

MINUTES:

The Minutes of the September 27, 2005, meeting were reviewed. A correction to the attendance was noted. A motion to approve the Minutes as corrected was made by Denise Blais and seconded by Kristine Donabedian. The motion was approved unanimously.

DIRECTOR'S REPORT:

Ms. Boragine reported that the Library's recent programs have been well-attended. In addition, the anniversary celebration was a

success.

FINANCIAL REPORT:

Treasurer Diane Walsh reported the following balances: Champlin account, \$2,807.11; Trustees account, \$49,591.63; checking account, \$311.53; and Certificate of Deposit, \$25,971.86.

A motion that all invoices being presented for payment by the Town of Lincoln are accurate and are to be paid from their respective accounts was made by Diane Walsh and seconded by Denise Blais. The motion was approved unanimously.

A motion to transfer fines collected for the months of July, August and September to the Town of Lincoln in the amount of \$5,015.96 was made by Diane Walsh and seconded by Kristine Donabedian. The motion was approved unanimously.

UNFINISHED BUSINESS:

The Trustees discussed the letter sent to Town Administrator Sue Sheppard requesting legal assistance with the up-coming contract negotiations. The Trustees were given permission to hire Attorney Vincent Ragosta. A meeting with the Union has been scheduled for October 26, at which time proposals and counter offers will be discussed.

NEW BUSINESS:

Ms. Boragine reported on a new product being introduced specifically for patrons who do not have time to visit the Library to obtain audio books. By logging onto "Overdrive" patrons will have the ability to download materials from their home computers onto MP3 MINUTES OF MEETING

October 25, 2005

Page 2

players or CD's. This new technology is currently being tested at libraries in Attleboro and Rehoboth, and a small consortium is being formed in Rhode Island. The cost of \$3,500 includes set up as well as \$1,750 worth of content. Overdrive should be up and running in approximately eight weeks.

A motion to add the Library Director as an authorized signature on the Library's checking account was made by Denise Blais and seconded by Will Postle. After brief discussion, the motion was approved unanimously. Diane Walsh agreed to obtain new signature cards from the bank.

Ms. Boragine reported that when the maintenance staff arrived on Saturday, it was discovered that someone had broken a window, although the break did not penetrate the second pane of glass. Ms. Boragine distributed a security proposal from Sonitrol, which outlined the cost to install an updated security system and the

associated monthly maintenance fee. After discussion, the Library Director agreed to speak with the School Department to inquire what type of systems are installed in the various school buildings and also to seek out other security vendors to obtain proposals for similar systems. The Trustees will review the Sonitrol proposal for discussion at the November meeting.

Diane Walsh revisited the issue of purchasing tape recorders for patrons to utilize in the Library. After lengthy discussion regarding the pros and cons of such an arrangement, the Trustees reached no final decision.

Ms. Boragine informed the Trustees that the Library will work one-half day on Saturday, December 24, and Saturday, December 31, and will observe the Christmas and New Year's holidays on Monday, December 26, and Monday, January 2. Other Town offices will work one-half day on Friday, December 23, and Friday, December 30, since no other Town employees work on Saturday.

Diane Walsh read the note of thanks she sent to the First Class Café for their catering of the 25th anniversary celebration, which included a \$150 donation to the student-run organization on behalf of the Trustees.

ADJOURNMENT:

There being no further business, a motion was made by Will Postle

and seconded by Diane Walsh to adjourn the meeting at 7:00 PM. The motion was approved unanimously.

Respectfully submitted,

Patricia A. Martins

Board Secretary