

**Tiverton Library Services**

**Board of Trustees Minutes**

**Essex Library**

**December 9, 2009**

**(revised)**

**Trustees/Director attending:**

**Jim Barret [jbnt83@yahoo.com](mailto:jbnt83@yahoo.com)**

**Barbara Donnelly (chair) [donnellb@usnwc.edu](mailto:donnellb@usnwc.edu)**

**Ann Grealish-Rust (Director) [director@tivertonlibrary.org](mailto:director@tivertonlibrary.org)**

**Lee Hoyer [svfram@aol.com](mailto:svfram@aol.com)**

**Greg Jones [jonesgb@cox.net](mailto:jonesgb@cox.net)**

**Maureen Morrow [maureenmorrow@cox.net](mailto:maureenmorrow@cox.net)**

**Colin Robinson [clrobinson13@verizon.net](mailto:clrobinson13@verizon.net)**

**Jennifer Theroux [mtheroux2@cox.net](mailto:mtheroux2@cox.net)**

**Duke McCann (emeritus)**

**Absent:**

**Call to order at 7:06pm**

**Agenda Items**

**1. Approval of Minutes for Previous Meeting.**

**a. Minutes of 11/4/09 read and approved and placed on file.**

**2. Treasurer's Report**

**a. Treasure's report was accepted and placed on file. Spending to date is less than anticipated. This may be a timing issue with bills not yet paid. Jones suggested the library consider using the book budget to purchase a Kindle type device. Grealish-Rust will look into the feasibility of this.**

### **3. Union Library Assn. Report.**

**a. Meet and greet of the new Director held.**

### **4. Friends of TLS**

**a. Meet and greet of the new Director held.**

**b. Tiles and mouse pad with Essex library picture for sale by Friends.**

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### **5. New Building Committee Report**

**a. Invoice received from architect for \$30,000. Invoice approved by building committee and submitted to trustees for payment. Motion to authorize payment Robinson, second by Hoyer. Approved by unanimous vote. Treasure will disburse funds as per payment schedule.**

### **6. Foundation**

**a. Meeting with Town Administrator (Goncalo) and Town Council President (Bolin). New building estimated costs and funding discussed.**

**b. Feasibility letters mailed to 20 people. These letters were sent to influential people in town to solicit interested or suggestions for fund raising. Accumulating responses, additional letters will be sent.**

**c. One letter in response and one phone call indicated that those people declined to support library fund raising at this time.**

### **7. Director's Report**

**a. Patron counter is not working. Grealish-Rust will decide whether to replace counter or use a manual sampling method.**

**b. Charity gifts are being accepted – “Giving Tree”**

**c. Trustees names and contact info was updated.**

- d. The “Gingerbread Project” was held 12/8/09. Event was well attended and a great success.**
- e. Next Monday will be a holiday centerpiece project at Essex Library. Attendance will be limited to eight.**
- f. Personnel policy reviewed. Changes recommended by Grealish-Rust. Motion to accept by Jones, second by Hoyer. Passed by unanimous vote.**
- g. Further instructions received from HUD concerning grant for purchase of land for new library.**
- h. Ocean State Library Consortium notified state library directors that out-of-state residents would be charged \$115/year to use RI libraries. Essex has 326 out-of-state patrons. This is a controversial issue that is still being debated among the libraries and the consortium.**
- i. Coin operated copy machine is leased and is often non-functional. The lease period is up and we can terminate the contract at some cost. Grealish-Rust will look into terminating lease and finding alternative machine. It was suggested that a copy, scan, fax and print machine could be purchased with patrons charged for use.**
- j. Grealish-Rust suggests that instead of a professional librarian as an assistant to the director, a clerical person would be more useful.**

## **8. Old Business**

### **a. Budget**

- i. Budget proposed by budget committee was discussed.**
- ii. Salary figures submitted to town have an error (\$358,319.58 submitted, correct number is \$377,708.47). Grealish-Rust will submit correction to town.**

**iii. FICA and Health Insurance restored to budget as requested by town by town administrator.**

## **9. New Business**

**a. Changes to charter for the Building Committee submitted by Donnelly. Motion to accept by Hoyer, second Theroux, approved by unanimous vote.**

**b. Donnelly outlined actions required by Trustees in the next six months in order to maintain momentum of the re-building effort. Grealish-Rust recommends that there be two trustees on the building committee.**

**Donnelly believes that trustees must take a more active role in the building effort.**

**c. Suggestion made for trustees to meet on the first Wednesday month, and the building committee to meet the last Monday of the month.**

## **10. Other Business**

**a. none**

## **11. Executive Session**

**a. none**

**Meeting adjourned at 9:30**

**Next meeting of trustees: January 6, 2009 at Essex Library at 7:00**

**Respectfully submitted,**

**Greg Jones**