

## MINUTES OF BLAISDELL MEMORIAL LIBRARY TRUSTEES MEETING

March 31, 2016

**Present:** Susan Medeiros, Sara Wotton, Allison Friend-Gray, Deb Merrick, Eric Stern, Laura Cottrell, Jennifer Phillips

The meeting was called to order at 7:22pm.

**Policy Updating / Current Task:** The Circulation Policy has been filed with the state. The DVD circulation limit was discussed. Susan moved to increase the limit from three to five DVDs per account. Laura seconded the motion. All voted in favor. The meeting room policy language was discussed. Susan moved to change the language from "All meetings must be open to the public" to "All meetings must be free and open to the public." Sara seconded the motion. All voted in favor. The library's current personnel policies were discussed. Eric will work with the Town Manager to address inconsistencies between town and library policies.

**Secretary's Report:** The minutes of the January meeting were reviewed. Susan moved to accept the report as written. Sara seconded the motion. All voted in favor. The minutes of the February meeting were reviewed. Susan moved to accept the report as written. Allison seconded the motion. All voted in favor.

**Treasurer's Report:** Chris was removed as a signer at TD Bank, and Allison was added. It was confirmed that Janet has read only privileges.

### **Library Director's Report:**

- Eric requested an honorarium in the amount of \$100 for Laurel K. Gabel; she will speak at the library on April 6<sup>th</sup>. Susan moved to accept this request. Laura seconded the motion. All voted in favor.
- Susan moved to add the director's report to the minutes. Laura seconded the motion. All voted in favor.

**Old Business:** The downstairs bathroom is functioning and is under continued monitoring for signs of drainage system problems.

**New Business:** Monthly tasks are up to date. The plant sale is underway and being run by the Friends of Library. Susan moved to accept any and all donations. Laura seconded the motion. All voted in favor.

The meeting was adjourned at 7:53pm.

Next meeting: Thursday, May 5, 2016, at 7:00pm.

Respectfully submitted,  
Allison Friend-Gray