

M.N. Spear Library Trustees

July 9, 2013

Trustees Members present – Karen Traub, Kate Cell, Michele Regan-Ladd, Gail Fleischaker, Dale Houle
Library Director – Mary Anne Antonellis
Absent – Michele Sedor

Guests present – Bill Wells, Mike Vinskey

1. Review minutes from May 2013 and April 2013. Minutes from April 2013 were approved as written.
2. Minutes from May 14 – amended, Karen Traub was present, but arrived late. Minutes were approved with amendments. Kate Cell will send us the link to the Google Docs where our by-laws are kept.
3. Discussion about distinction between Trustees and Friends – Trustee Handbook is available on-line through the MBLC on their website. Discussion about role of Trustees – the legal entity that oversees the operation of the library. Friends – a recognized non-profit group.
4. In July, it is time for Trustees to discuss roles/responsibilities of positions – Officers:
Chairperson, Vice Chairperson, Secretary, and Treasurer.
 - Friends Liaison – Dale Houle will continue in that position
 - Secretary – Michele Regan-Ladd is willing to continue in this role
 - Karen Traub will continue as Chair
 - Michele Sedor was nominated to continue as the Treasurer.
 - Discussion about orientation for new trustees.
5. Michele Regan-Ladd will email minutes after the meeting to Trustees so that they can be reviewed prior to the meeting.
6. Digitizing minutes – Discussion about including the Trustee meeting minutes on the town website; the Trustee page, was approved. Gail Fleischaker will be responsible for posting the minutes.
7. Letter from Mike Vinskey – felt some of his questions were answered informally last month, when an official Trustee meeting was not held due to the meeting not being posted. Questions answered – about role of Friends fund-raising: will there be a new survey done of the community before a new grant – yes. Mary Anne shared what MBLC said what the Library Commissioners think the process should be – do community surveys and focus groups, discuss the library building plan from the last grant application, if plan is reasonable, and then you use your own funds to bring in an architect. Specifics about the potential process were shared and

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the history of the last process was shared – the Building Program which LFNC wrote which informed the grant application.

8. Roof and chimney – Leaking in two places into the library. Estimates were brought to the Buildings Committee, who suggested getting an estimate for the south facing roof since it gets more sun exposure. Two estimates that we have are pretty far apart; Buildings Committee meets tomorrow night. The “1902” slates are the softer slates which were used on the roof. Potential missing bricks from chimney – furnace exhaust leaves the building; Dale hasn’t seen this when he was on the roof, will ask Buildings Committee to take a look at it.
9. Broad band initiative – that is how we will be getting our internet service, by the fall. All of our computers are wired through CWMARS, we won’t need a second modem to provide wireless internet. With the Broad Band initiative, there will be enough band width to meet all our internet needs in the library. Once this is in place, we will not have to pay for wireless internet, (Verizon), which is currently budgeted at about \$900 year.
10. Next meeting – Tuesday, August 13 @ 7:30 p.m.

Respectfully submitted,
Michele Regan-Ladd
Secretary, Library Trustees