

Joseph Plumb Memorial Library – Rochester  
Minutes for Meeting of the Board of Trustees

Meeting: July 10, 2010

|           |                   |            |         |
|-----------|-------------------|------------|---------|
| Trustees: | Phoebe Butler     | Chair      | *absent |
|           | David Smith       | Vice-Chair | present |
|           | Dennis Desrosiers | Treasurer  | absent  |
|           | Wendy Keeler      | Secretary  | present |
|           | Bunny Mogilnicki  |            | present |
|           | Elizabeth Owen    |            | present |
|           | Gail Roberts      | Director   | present |

Meeting came to order at: 8:40 a.m.

\*David Smith chaired the meeting in Phoebe's absence.

**MINUTES**

Minutes for June were accepted. Bunny moved and David seconded. (Approved)

**TREASURER'S REPORT**

Gail confirmed the required spending for materials has been met.

**FRIENDS' REPORT**

Friends' Summer Board meeting took place with summer concerts, fair booth, book sale, and membership drive as topics. The Mother's Day fundraiser raised \$163.

Junior Friends have been volunteering to help with barcoding.

**DIRECTOR'S REPORT**

Gail Roberts presented the Director's Report. Gail made two deliveries to Damien's Pantry from the Food for Fines Summer Special. The Summer Reading Program event, "Reptiles Rock!" was well attended.

**LIST OF VOTED ON DOCUMENTS**

Minutes for June were accepted. Bunny moved and David seconded.

**OLD BUSINESS:**

**Building and Garden Update** – The bike rack has been installed. Hathaway Landscaping has weeded the Reading Garden path and treated it.

**NEW BUSINESS:**

**Greenways Workday** – Susan Adams contacted Gail in regards to scheduling a workday on the library grounds. Wendy moved and David seconded to have Gail get approval from the town administrator for a Greenways workday. (Approved)

**New Rules for Committees** – The town clerk's office has new rules regarding postings and minutes. Postings require agenda to be included. Minutes must include a list of voted on documents.

**OTHER:**

**Gail Vacation** – Gail will be on vacation 8/6 – 8/19. The staff have been given Gail's contact information.

**Update on e-mail Retention Policy** – Gail to get clarification on policy to and confirm we are compliant.

Meetings attended by staff:

6/1 Optimal Resume webinar  
6/7 ARIS workshop, SEMLS  
6/16 SAILS Members Meeting  
6/19 Trustees meeting

**ADJOURNEMENT:**

Meeting was adjourned at: 9:18 a.m. Bunny moved, David seconded  
Next [regular] meeting scheduled for: September 11<sup>th</sup>, 2010 @ 8:30 a.m.\*

Respectfully submitted,  
Wendy Keeler, Secretary

\* Next meeting is a tentative date