

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

Meeting: June 10<sup>th</sup>, 2006

|           |                 |            |         |
|-----------|-----------------|------------|---------|
| Trustees: | Deborah Briggs  | Chair      | present |
|           | Pamela Hiralall | Vice-Chair | present |
|           | Lena Bourque    | Treasurer  | present |
|           | Wendy Keeler    | Secretary  | present |
|           | Anthony Dias    |            | present |
|           | Jackie Demers   |            | present |
|           | Olivia Melo     | Director   | present |

Meeting came to order at: 9:06 a.m.

**MINUTES**

Jackie Demers moved and Lena Bourque seconded to accept the minutes of the May meeting.

**TREASURER'S REPORT**

The Building Fund CD has been rolled over for an additional 90 day term.

The library budget was accepted at June 5<sup>th</sup> town meeting. The budget approved was \$2200 less than presented.

Voters of the town meeting approved the roll-over of the \$50,000 FY06 Capital Funding into FY07. The third installment of \$50,000 was not part of the budget presented at this Annual meeting. Mike Costa, FinComm Chair has indicated to the Board that this installment may be a possibility at the Fall Town Meeting.

**DIRECTOR'S REPORT**

Olivia Melo presented library statistics. Discussion regarding 3 year cycling of material due to space limitations followed.

Jen Frasier attended a blogging workshop at SEMLS. Possible addition of a blog to the library website for the Book Discussion Group was the impetus.

Olivia Melo and Deborah Briggs participated in the Health Fair at the Rochester Senior Center to promote the "Books by Mail" program.

**OLD BUSINESS:**

**Vestibule** - The building permit is posted. Mike Meunier, Facilities Manager, will be starting on the vestibule on June 12<sup>th</sup>.

**NEW BUSINESS:**

**SEMLS Net Lender program** – Due to lending 165 more books than borrowed the library received a check for \$165 to be deposited in the revolving fund.

**Book Drop** – The verbiage for the revolving fund was changed to include “equipment” to accommodate the purchase of book drop.

**Alarm Service** – The library terminated its present alarm contract and will link the alarm system to the Rochester police department as of July 1<sup>st</sup>.

**OTHER:**

Olivia Melo sent a letter to The Sentinel and The Wanderer to acknowledge Boy Scout Troop #31, members of Green Ways, and others for landscaping the library grounds.

The library will add PlayStation and Xbox games to its current collection of material. Olivia Melo will be presenting policies for this collection to the Board for approval.

Deborah Briggs moved to approve vacation roll-over into July for the director, Tony Dias seconded.

Staff evaluations and contracts to be presented to Trustee Chair and signed by July 1<sup>st</sup>. Director’s evaluation input is due by July 15<sup>th</sup> from Trustees. The director’s position will be reviewed for consistency with similar positions.

**ADJOURNEMENT:**

Meeting was adjourned at: 10:10 a.m.  
Next [regular] meeting scheduled for: July 15<sup>th</sup>, 2006 @ 8:30 a.m.

Respectfully submitted,  
Wendy Keeler, Secretary/Trustee