

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

Meeting: Saturday, December 9, 2005

Trustees:	Deborah Briggs	Chair	present
	Katherine Church		absent
	Lena Bourque	Treasurer	present
	Jackie Demers	Secretary	absent
	Anthony Dias		absent
	Pamela Hiralall		present
	Olivia Melo	Director	absent

Meeting came to order at: 9:10 a.m.

MINUTES

A motion was made to accept the minutes from the November and September meeting. Motion was seconded.

TREASURER'S REPORT

No report presented at this meeting.

DIRECTOR'S REPORT

Circulation and programs remain on target. Noted accomplishment is continued success of adult book discussion group. For the month of November, the meeting was held on a different night and 15 adults showed up. This program has become a favorite of our users and is continuing to grow.

The knitting group that meets on Monday nights has expanded to include quilters and this has turned out to be quite successful. Attendance in this group ranges from a 12 year old to several ladies in different age ranges.

OLD BUSINESS

Bulletin Board Policy - A draft of this policy was presented for review. A formal vote to accept the policy was tabled until the next meeting.

Recognition of past trustee chair - Olivia suggested that the long overdue recognition of Robin Roderick be made at the upcoming staff holiday party. A small token of recognition will be presented to Robin in the form of a plaque and a few quick words will be spoken by the trustees present acknowledging Robin's commitment to the library during the past 10 years. The event will be held on Wednesday, December 21.

NEW BUSINESS

Schematic for the Vestibule – The Board reviewed the architectural drawings for the renovation of the vestibule. Mike Meunier, Facilities Manager, was able to provide the Board with a very accurate drawing of the expansion and renovation of the vestibule. Through his own contacts, Mike was able to acquire the drawings for a very minimal fee and saved the library over \$3,000.00 in architectural fees. The Board will spend the next month reviewing the plan and vote formally to accept it at the January meeting.

Draft of Capital Plan for FY07 – Tabled for next meeting.

Budget ideas for FY07 – Tabled for next meeting.

Letter to Selectmen, ie: Mike Meunier – Olivia suggested that a letter acknowledging Mike's work be drafted and sent to the Board of Selectmen. Through his professional acquaintances and knowledge, he has proven to be a great asset to the Town.

OTHER

Friends Holiday Open House – Once again the Friends sold wreaths, plants and baked goods to help fund programming at the library. This year's events also included the tree decorating on the Town Green and was a tremendous success as a town festivity.

ADJOURNEMENT

Meeting was adjourned at: 10:05 a.m.

Next [regular] meeting scheduled for: January 21, 2006 at 8:30 a.m.

Respectfully submitted,
Olivia Melo, Library Director