

PEMBROKE LIBRARY TRUSTEES

October 8, 2009

ATTENDING: Kathy Catano, Mary Beth Courtright, Lyn Dionne, Jessica Lamarre (Youth Services Librarian), Elaine Spalding, Deborah Wall (Library Director) and Karen Wry

Lyn Dionne, Chairperson, called the meeting to order at 7:02 P.M. The minutes of the September 10th meeting were read. Kathy moved to accept the minutes, as printed, Mary Beth seconded and it was so voted.

OLD BUSINESS: Debbie attended the September 28th meeting of the Selectmen where plans for a Skate Park were approved by them (3-2) for the playground area next to the Library. Much discussion followed. It was recommended to Debbie that the Library Board of Trustees contact the Planning Board. It was also suggested that we ask to be kept informed of any meetings to be held about the Skate Park.

Debbie mentioned that graffiti had been painted on the Library recently. It has since been removed. Lyn asked Debbie to report the incident to the police and Debbie said that she would do that.

The fine-ceiling and fine policy was discussed in detail. Debbie had brought statistics. From January 1st to June 30th, \$688 in fines had been forgiven. From July 1st to August 10th (a five week period), \$233.10 had been forgiven. In discussion of these numbers, Debbie decided she needed more specifics, so we will revisit this topic next month. Debbie had reprinted the current overdue fine policy for us to review. Currently there is a \$20 cap per patron card for overdue fines. Debbie wishes to raise the cap to \$25, but no more, due to current economic conditions. The discussion was tabled until November.

Debbie will be attending the "One Book, One Community" workshop. No plans have been finalized as yet. The schools are interested in being involved.

The book display spinners were given to the North Pembroke Elementary School.

DIRECTOR'S REPORT: Non-resident borrowing, items loaned to other libraries and items borrowed from other libraries have all increased. The Friends donated a new pass for the Institute of Contemporary Art. Several years of old copies of the Silver Lake news were microfiched. This is being done a few years at a time! Jen Forgit will leave to become Young Adult Librarian in Medfield. Mary Beth moved to accept the Director's report, Kathy seconded and it was so voted.

YOUTH SERVICES REPORT: The story time sessions are now shorter, giving more people a chance to sign up. TAG made a banned book commercial which can be found on YouTube. Twelve attended their meeting, which is the largest number yet! All YA nonfiction has been moved into Adult Non-fiction. Jessica reported on programs for October. Library Card Month brought a visit from Community Nursery Kindergarten, as well as on line library cards advertised in the Mariner and Reporter. It was suggested that Jessica prepare a book review for the Pembroke Express also. Kathy moved to accept the Youth Services report, Mary Beth seconded and it was so voted.

FINANCIAL REPORT: The Fiscal Year 2010 Worksheet was reviewed and discussed. Lyn has signed, and the paperwork has been submitted to the Board of Library Commissioners. We are fine. No waivers are necessary. We will be accredited. Karen moved to accept the financial report, Kathy seconded and it was so voted.

MAINTENANCE PLAN: The issue of the book drops is on hold. In the entryway, the floor carpeting is gone and the grid (with eleven years of sand) is also gone. The job will continue tomorrow and then will be finished.

The rental mats for the entryway would be \$6 a week, every week for \$300 a year. Custom carpets, commercial matting is also \$300 a year. These are "pretty" mats. The Trustees agreed with Debbie to go with that latter option.

The "living room" carpeting will be done next. After testing, it was found that there is no current leak, that the water was from leaking around the windows and proper caulking has fixed that. Carpet tiles are too expensive, so regular carpet will be installed. The tiles in the men's room will be replaced after that.

There is a request for the AC compressor in the Capital Plan being presented at fall Town Meeting on November 3rd.

FOUNDATION NEWS: Lyn talked to Bob DeMarzo. She suggested this is a really good time to incorporate the Foundation since the officers have been found and the paperwork is complete. Bob suggested January 1st as a deadline to incorporate.

NEW BUSINESS: Kopleman and Paige, P.C. sent a notice detailing that e-mails are considered a public record and must be maintained and not deleted.

Our computer, Millie, is five years old and is acting up. Discussion was held with the Friends of the Library on an informal basis. They may agree to co-finance the copier, if leased, for \$1,400 a year. The lease agreement would be higher. Debbie will research leasing a copier.

Net Lender did get financed this year. We qualify for \$4,750.

The meeting was adjourned at 8:26 P.M.

Respectfully submitted,



Elaine C. Spalding, Secretary