

Boyden Library
Board of Trustees
Minutes of Monthly Meeting
Wednesday, July 17, 2013

8:13 pm Welcome and call to order Kevin Penders.
Attendees: Trustees Kevin Penders, Tom Magee, Fran Spillane, Ellen Pillsbury, Joe Lally and Sue Burlone; Friends Treasurer Dave Crimmins. Also present Library Director Jerry Cirillo.

Minutes: The minutes of the June 19, 2013 meeting were reviewed. Tom Magee moved to approve; Sue Burlone seconded; approved 6-0.

Friends' Report:

Friends' Treasurer Dave Crimmins noted the Friends Annual Board Meeting is scheduled for October 2. He also mentioned that there were a number of Board positions up for reelection. Dave also noted that a check from the Friends' to the Capital Campaign would be issued shortly in the amount of \$30,000.00, representing the balance of the Friends' \$75,000.00 donation. Lastly, he discussed that the Friends are planning to hold a book sale before the end of 2013.

Professional Staff Reports:

Professional staff reports for the month of May 2013 were reviewed. Due to the move back to Bird Street there were no June 2013 reports to review.

Library Technology Update:

Director Jerry Cirillo reported the computers from the temporary space would be moved to Bird Street temporarily while we await the arrival of the 32 new computers purchased from SAILS. He reported that FTG Technologies was working on the installation of the new telephone system and that they were installing a switch to connect the patch panel from the Children's Department to the main panel. FTG is also working on the wireless connection which may not be available for the opening. Also, the RFID tagging stations are in place with three self-checkout machines on-site.

Financial Reports:

The May 2013 financial report was reviewed.

Director's Report:

Due to the move, there was no written Director's report to review. Director Cirillo reported that he is spending all of his time working towards getting the building ready to open to the public. He reported the hiring of four new staff members: Children's Library Assistant Karen Dugan who will be working 30 hours per week and three Substitute Library Assistants - Martha McCoy, Kathleen Madden and Joyce Levine.

Internet Policy Review

Kevin Penders moved to table this discussion to a future date; Fran Spillane seconded; all agreed.

Trustee Sub-Committees

Kevin Penders moved to table this discussion to a future date; Fran Spillane seconded; all agreed.

Liaison Reports: Selectmen; Advisory Committee

There was no Selectmen Liaison Report. Advisory Committee Member Kevin Powers reported the Advisory Committee did not meet in July thus no report.

Building Addition/Renovation Project Issues:

All issues were discussed and covered in the Joint Meeting held earlier in the evening.

Capital Campaign:

Kevin Penders made a motion to accept checks donated to the Capital Campaign in the amount of \$2,000.00; Tom Magee seconded; all agreed.

Other Business:

The Board of Trustees briefly discussed the upcoming performance review for Director Cirillo. The Board also discussed recent articles in the Sun Chronicle regarding the library.

8:39 pm Tom Magee made a motion to adjourn the meeting; Fran Spillane seconded; all agreed.

Respectfully submitted,
Deborah J. Volpini