

**BOARD OF LIBRARY TRUSTEES
MEETING OF JULY 12, 2011**

A meeting of the Board of Library Trustees was held at Southworth Library on July 11, 2011. Mr. Pereira called the meeting to order at 5:00 p.m. Mr. Couto was absent.

BOARD MEMBERS

Andrew Couto, Chairman
Paul Pereira, Vice Chairman
Sarah Arruda

Lorraine Carey
Rachel Charrier
Wendy Garf-Lipp

STAFF

Lynne M. Antunes, Acting Director

Audrey Quail, Administrative Clerk

Approval of Minutes.

A motion was made by Ms. Garf-Lipp, seconded by Ms. Charrier, and unanimously voted to approve the minutes of the meeting of June 10, 2011.

Report of the Financial Secretary for June, 2011.

Ms. Charrier reported that we have exhausted our general expense and library materials line items and will be returning \$96,000 from our salaries line item.

Director's Report for June, 2011.

The report described the installation of new thermostats, fire alarms, and a fence around the chiller at Southworth, the installation of fire alarms at Southworth.

Programs included Food for Fines, Summer Reading Kickoff Week, Reading Clubs for all ages, including staff, a special Harry Potter program at North Dartmouth, and a summer version of the Read-to-the-Dog Program.

Staffing changes include the positions of Temporary Acting Senior Librarian, Technical Services, Library Technician, and a part-time assistant for custodial services.

A new Early Literacy Station has been installed in the Children's Room. We were able to take advantage of a group purchase, saving us almost \$800 off the list price.

Report of the Friends of Dartmouth Libraries.

Ms. Arruda reported that the Friends did not meet this month.

Report of the Dartmouth Library Foundation.

The Foundation has scheduled a Local Authors' Night for Thursday, August 11, featuring Bill Gauthier, Lynne Keile Bonasia, and Raffi Yassayan. Projects in various stages of development include the purchase of a popcorn machine, improvements to the auditorium at Southworth, a DVD shelving unit, and new sign at North Dartmouth. Ms. Carey reported that she and Ms. Sharek had "scored" \$174 worth of useful items from iParty at no cost to the Foundation. Ms. Garf-Lipp noted that Joanne's Fabrics has a similar program for non profits.

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Correspondence.

Ms. Antunes read the letter dated June 22, 2011, from the Massachusetts Board of Library Commissioners notifying us of their acceptance of our FY 2012 Action Plan, which we submitted in October.

Old Business.

Long Range Plan. Ms. Antunes reported that the invitations have been sent, Sunny Vandermark will serve as our facilitator, and the committee will make follow-up phone calls to non-responders as the date of the first meeting nears.

Staff Appreciation, Customer Service Policy, and Employee/Patron Book Recommendations were all tabled until the fall as our attention is now focused on the Summer Reading Program and the Long Range Plan.

New Business.

John Haran, Michael Watson—Dartmouth Charter Review. Mr. Haran had called to say that he would not be present as he had not yet received the pertinent information he hoped to share with us.

Mr. Watson was present to share his perspective on the proposed changes to the Charter. He does not support a Town Manager form of government and is opposed to investing authority in appointed officials. His desire is to improve the efficiency of the town departments so that a resident will know what to expect when they visit town offices. He used the analogy of a department store that has each specific department operating under its own specific set of rules. As an example, he cited an occasion when one of the departments at Town Hall closed because of snow while all other departments were open. The new Charter would give the Executive Administrator the responsibility for day-to-day operations of the town departments. This would ensure that the Executive Administrator is aware of what is happening and would improve communications between departments with an eye toward reducing litigation costs when one department sues another. Elected board would remain the policy-setting authority for their departments. He said that the Select Board is not interested in setting policies for other boards. There would be no change to the budget process. As far as hiring a Library Director, Mr. Watson said there should be a screening committee composed of a member of the Select Board, member(s) of the Trustees, and the Town Administrator. One of the advantages is that the Select Board meetings are televised and residents would be able to make their own informal choice. Mr. Watson noted that the current Charter Commission is appointed. This will require them to achieve a two-thirds majority at Town Meeting and a successful general election. Should there be an elected Charter Commission, the revised charter could go directly to the ballot.

Some questions asked by the Trustees: who defines day-to-day? what is a higher authority? how burdensome would the reporting become? will this system function regardless of the person holding the Executive Administrator position? what is the anticipated savings in litigation costs? if the Select Board is going to be involved in hiring and firing of the library director, will a liaison from the Select Board attend our meetings?

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HVAC Account. We are currently investigating the possibility of installing ceiling fans as part of the HVAC improvements. It is not clear whether this would be possible from a logistical or a fiscal perspective.

The next meeting was scheduled for Tuesday, August 16, 2011, at 5:00 p.m.

This evening's meeting was adjourned at 6:25 p.m.

Respectfully submitted,
Audrey Quail
Administrative Clerk

DRAFT