

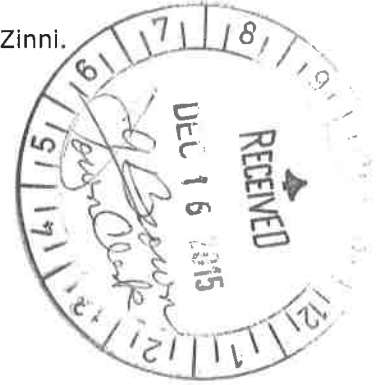
Freetown Board of Library Trustees
Minutes of the Tuesday, November 17, 2015 Meeting
James White Memorial Library, East Freetown, Mass.

Present: Irene Ashley, Mike McCue, Christine Paiva, Lucille Rosa, and Joe Zinni.

Absent: Vince Kyne.

Guests: Dorothy Stanley-Ballard (Library Director).

Call to order: Chairman Lucille Rosa called the meeting to order at 7:20p.



Approval of Minutes

The minutes of October 20th were received and approved with minor corrections.

Library Director's Report

Mrs. Stanley-Ballard reported that the electrician from Wilkinson Oil returned to the White Library to do the necessary repairs to the wiring on the new furnace. She also reported that weeding has continued at both libraries and the Hathaway Library in particular is looking much better. She and Mrs. Rosa will be continuing the weeding on Wednesday. Staff and Trustees have pitched in when time allows and the project is moving along. A few patrons have questioned why some books are being disposed of, and answers have been provided as far as the restrictions of space, the instructions from the insurance company, etc.

Also reported as that the state certification was received with no concerns, and that the state aide payment was expected to be near \$10,000 for the first time in several years.

Discussion was held on the oil company contracted to service town buildings. The company is out of Worcester. Further information was not available. There is a concern that the White Library has not had an oil delivery in some time.

The White Library is being vinyl-sided under the direction of the building trustees.

Library Design & Planning Report

Mrs. Rosa reported that she had attended the MLTA conference and received valuable information. She went on to report that the Planning Committee has stopped meeting for the time being, and the committeemen are instead making visits to other libraries that have undergone recent building projects to see what they accomplished. Walpole and Tiverton were the most recent visits, and the next is planned for Millis. She will let the members of the Trustees know the dates for future visits. Mr. Zinni added that the visits have been very helpful and informative, to see what other libraries have accomplished and learn their strategies.

Old Business

Mrs. Rosa reported that she had spoken with Mary Brown, chairman of the Historical Commission, regarding the windows at the Hathaway Library. This was per the request of Jack Healey, Town Administrator, to see if the Historical Commission wanted to recommend any changes in the appearance of the windows before ordering the new windows. Mrs. Rosa reported that Mrs. Brown offered recommendations for rehabilitating the existing windows, but recommended no changes in the overall appearance of the windows. Trustees took this to mean the Historical Commission did not want the windows replaced, and therefore did not want them to change in appearance. Mr. McCue reported that he had a similar discussion with Mrs. Brown at an earlier date. A motion was made by Mrs. Paiva, seconded by Mr. Zinni, to have the secretary write a letter to Mr. Healey and to Scott Barbato, Building Inspector, informing them that based on Mrs. Rosa's conversation with Mrs. Brown, the Historical Commission had not recommended any changes to the appearance of the windows, and asking that the new windows be purchased as soon as possible. The motion carried unanimously.

Discussion was held on drafting policies. Mrs. Rosa has begun working on a policy for weeding and discards. Mrs. Ashley will begin looking into Collection Development policies.

Discussion was held on the proposed lease agreement between "James White Memorial Library, Inc." and the town. Apparently a draft document had been forwarded from the building trustees, and the Board of Selectmen were not happy with the terms. No further action was taken or required.

Any Other Business Properly to Come Before the Board

Discussion was held on the communication from the Board of Selectmen regarding the Town Hall holiday hours. All agreed that the libraries should close at 2:00 p.m. on December 24th and December 31st. No closure will be had on Black Friday as Althea Brady prefers to work and not close that day due to ILL delivery.

Meeting Adjourned

A motion was made by Mr. Zinni, seconded by Mrs. Paiva, to adjourn the meeting. The motion carried unanimously, and the meeting adjourned at 8:20p.

This is a True Record by me.

Attest: _____
Michael T. McCue, Secretary