

Taft Public Library Trustee Meeting Minutes (revised)
2/6/13

Attendees: Bob Carlson, Andrew Jenrich, Susan Darnell (via Skype), Amy Fahey, Dan Gilmore, Leigh Martin (School Committee)

Meeting called to order at 7:05 by Bob Carlson, Dan Gilmore 2nd.

Susan Darnell made a motion to accept the minutes from the 1/9/13 meeting, Amy Fahey 2nd.

Andrew presented the Director's Report to the Trustees.

Dan Gilmore made a motion to approve a \$2,471 payment for property vandalism insurance coverage through 6/30/13 on the St. Michael's Church property. The payment is to be made from 2008 State Aid. Amy Fahey 2nd, all in favor.

Andrew presented the Budget Report.

Amy presented a review of the Building Committee's meeting on January 30.

Leigh presented the Friends of the Library Report.

The Trustees discussed ways of improving communication with existing patrons and connecting with new residents.

Susan will contact the Tax Assessor to obtain a list of new residents.

Amy will draft a welcome letter to new residents welcoming them to the Library and inviting them to visit.

Other ideas to consider are:

- email blasts
- library app for smart phones
- letter to all residents for insertion with tax bills listing helpful info about library (Alert Now, through the school district is also available through the Superintendent)

Andrew will check with CWMARS to see if we can isolate a list of email addresses for our patrons.

Amy will talk to Bill McHenry about the possibility of registering for programs on the website.

Amy will draft an e-newsletter with the intent to distribute it electronically and in paper form bimonthly.

There was discussion regarding recruiting volunteers to work in the library. Andrew will come up with 6 or 8 "projects" that we can specifically request help with.

Leigh has volunteered to head the Trustees' By Laws Project.

Andrew requested, on behalf of a Mendon Girl Scout Leader, the use of the Library for an overnight stay for her Troop. The Trustees approved.

Bob Carlson made a motion to adjourn at 9:15, Amy Fahey 2nd, all in favor.

Our next meeting is Wednesday, March 6 at 7:00 at Taft Public Library.