



Dedham Public Library

Massachusetts. Minuteman. You.

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Dedham, MA 02026
781.751.9284
<http://library.dedham-ma.gov/>

Joseph D'Amico, Chair
Brad Bauer
Michael Chalifoux
Rachel Tuerck
Tracy Driscoll

DPL TRUSTEES MEETING MINUTES	
JUNE 19, 2012, MAIN LIBRARY, 7:00PM	
MEETING CALLED BY	DPL Trustees
TYPE OF MEETING	Monthly Meeting
CHAIRMAN	Joe D'Amico
SECRETARY	Rachel Tuerck
ATTENDEES	Joe D'Amico, Rachel Tuerck, Brad Bauer, Tracy Driscoll, Mike Chalifoux, Mary Ann Tricarico
PUBLIC ATTENDEES	Cecelia Emery Butler
PRESS CONTACTS	Kate Martin

1. PUBLIC INPUT:

Cecilia Butler asked where the support for the library was at the Town Meeting, when just a few months ago there were dozens of people attending library trustee meetings. She also suggested the idea of an "Open House" to welcome the new director and give patrons a chance to meet her.

2. MINUTES:

Mr. Bauer made the motion to accept the minutes for May 2012 as written; seconded by Mr. Chalifoux. The motion passed.

The motion to accept the minutes for the 11/21/11 Executive Session as written was made by Mr. Bauer, and seconded by Ms. Tuerck. Mr. D'Amico reported back that the Town Administrator suggested that Executive Session minutes contain essential information but be kept more on the general side. Mr. Chalifoux stated that the information, the items that we wanted the director to take forward to negotiations, was not in the minutes and needed to be there. Since that was not recorded and cannot be recovered, Mr. Chalifoux suggested the trustees redo the meeting. Ms. Driscoll made the point that since she and the current library director were not with the library at the

time, it might be helpful to have the meeting again, anyway. Mr. Chalifoux suggested that we accept these minutes and then have another executive meeting to cover the issue. The motion to accept the minutes passed unanimously.

3. FINANCIAL REPORT:

A motion to accept the Financial Report was made by Mr. Chalifoux, seconded by Mr. Bauer; the motion passed.

4. DIRECTOR'S REPORT (ATTACHED)

5. UNFINISHED BUSINESS:

Various collection development policies were reviewed. The board decided to retire previous Collection Development Policies marked #5, #10, #11, and #12 (see attachments from previous meeting). Ms. Tuerck will clean up the edits made at the meeting, and distribute for review and possible vote before next meeting.

Mr. Bauer and Mr. Chalifoux will work on a facility meeting room policy draft to present at next month's meeting.

6. NEW BUSINESS:

Mr. Bauer made the motion to change the hours on Tuesday, 7/03/12 at Endicott to 9-5 for that day only, to accommodate the holiday. Ms. Driscoll seconded the motion. The motion passed.

Mr. Chalifoux made the motion to accept the bunnies from Dedham Shines at the libraries. Mr. Bauer seconded the motion. At the Endicott, the preferred location would be to the right of the front entrance (toward the greenhouse) and for the Main Library, the preferred location would be the lawn by a tree on the corner of Church St. and Franklin Park. The motion passed. Dr. Tricarico will notify Dedham Shines of the preferred locations.

Mr. Bauer made the motion to approve the Dedham Square Circle's request, provided they obtain the proper permits for alcohol. Ms. Tuerck seconded the motion. The motion passed.

Mr. Bauer made the motion to accept the director's evaluation tool, Mr. Chalifoux seconded. The motion passed.

7. ACTION ITEM REVIEW:

Action Item	Person	Date Due
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Get library key from former trustee	Mr. D'Amico	CLOSED JUNE
Check with Town Counsel on Executive Session minutes	Mr. D'Amico	CLOSED JUNE
DLIT rep for citizen's group - meet in June setting up survey instrument, tallying, setting goals (4 meetings throughout the summer)	Ms. Tuerck	CLOSED JUNE
Update web site with new town email addresses	Dr. Tricarico (with Amber)	CLOSED JUNE
Deposit collection document to Ms. Tricarico	Ms. Tuerck	CLOSED JUNE
Send out preferred director evaluation tool to trustees	Dr. Tricarico and Ms. Tuerck	CLOSED JUNE
New trustee MBLC packet /binder, training	Ms. Tuerck	Ongoing
Bunny locations	Dr. Tricarico	Before July meeting
Cleaned up Collection Development Policy	Ms. Tuerck	July Meeting

For next meeting agenda:

- Continue work on collection development policy
- Talk about how/when to review mission and vision
- discuss open house for new director
- possible exec session next time to discuss items from 11/21/11 meeting
- discuss possible items for charter review, such as the number of signatures required for payroll

Set dates for future meetings:

June: Tu 6/19/12 7:00pm, Main
 July: Wed 7/18/12 7:00pm, Endicott
 August: Tu 8/14/12 7:00pm, Main

The motion to adjourn was made by Mr. Bauer, and seconded by Mr. Chalifoux. The meeting adjourned at 9:52pm.

Respectfully submitted,

Rachel Tuerck, Secretary

Attachments:

Agenda

Financial Report

Director's Report

Trends report

Email from Dedham Shines

Library Directory evaluation tool

Policies (from previous meeting)