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Monika Wilkinson, Chair  
 Margaret Connolly  
 Tracy Driscoll  
 Sarah Santos

<b>DPL TRUSTEES MEETING MINUTES</b>	
<b>NOVEMBER 4, 2015, MAIN LIBRARY, 7:00PM</b>	
<b>MEETING CALLED BY</b>	DPL Trustees
<b>TYPE OF MEETING</b>	Monthly Meeting
<b>CHAIRMAN</b>	Monika Wilkinson
<b>SECRETARY</b>	Sarah Santos
<b>ATTENDEES</b>	Tracy Driscoll, Margaret Connolly, Sarah Santos, Monika Wilkinson, Mary Ann Tricarico
<b>PUBLIC ATTENDEES</b>	Marcia Withiam-Wilson, Catelyn Johnson, Amber Socci

The November 4, 2015 meeting of the Dedham Library Board of Trustees was called to order at 7:09pm by Chair, Monika Wilkinson.

Ms. Emery Butler gave her resignation on October 27, 2015. Ms. Wilkinson motioned to appoint Ms. Connolly to Vice Chair after the resignation of Ms. Emery Butler. Ms. Driscoll seconded. All voted to accept.

**1. Public Input:**

No Public Input.

**2. Minutes:**

A motion to accept the October 14, 2015 minutes was made by Ms. Connolly. Ms. Driscoll seconded. All voted to accept the minutes.

A motion to accept the October 26, 2015 minutes was made by Ms. Driscoll. Ms. Wilkinson seconded. Ms. Santos voted to accept the minutes. Ms. Connolly abstained.

### **3. Financial Report:**

A motion to accept the September 2015 Financial Report was made by Ms. Wilkinson. Ms. Santos seconded. All voted to accept the September Financial Report.

A motion to accept the October 2015 Financial Report was made by Ms. Driscoll. Ms. Wilkinson seconded. All voted to accept the October Financial Report.

### **4. Director's Report:**

On October 19, 2015, Dr. Tricarico attended the MBLC review and discussion forum for proposed revisions to the State Aid Program. The seven revisions will be presented to the Commissioner December 2015 or January 2016 for their vote. It is predicted it will take 1-3 years for changes to take effect. The recommendations include: hours of compliance period to be 9 consecutive months, material expenditures to include technology for patron use, recalculating the MAR and getting waivers to assist meeting the MAR.

The Minuteman Network will be upgrading to Sierra 2.0.3 on November 11, 2015.

For all of November and December 2015, the Dedham Public Libraries will collect food donations for the Dedham Food Pantry in lieu of fines.

On November 10, 2015, both branches will provide patrons with supplies to write to military personnel; the libraries will collect them and mail them to Operation Gratitude.

November 22, 1888 is the Anniversary of the Main Library. They will hang old photos and drawings to honor the staff and history of the building.

The architect, James Carr sent his renderings and budget for the Main Library Children's Room renovation. The expense for his sketches and shipping come from the professional services budget. Requests for the vision included, accommodating 30,000 books, mobile children's tables for programming, and a new circulation desk. Dr. Tricarico and the Trustees all felt James Carr was not responsive to the requests and they were not pleased with the proposed design.

### **5. Old/New Business:**

Amber Socci met with Jack Kenna from Spirits of New England. They are interested in spending an overnight at the Main Library to investigate strange activity. They would need access to the entire building on a Friday or Saturday from 7:00pm-1:30am. Spirits of New England would also return and discuss their findings at an event for patrons. Ms. Socci is asking Spirits of New England dates they are available. The Trustees will discuss and vote on giving access to the building and paying two staff members overtime at the December 9th meeting.

Catelyn Johnson was approved to purchase ten laptops with software with money donated from the Friends. The laptops will be housed at the Main Library and will be used to run programs for elderly and teens. The website will be launched on November 16, 2015. It will automatically back itself up and send email reports to Ms. Johnson. The Trustees will ask Ms. Johnson for an update on the launch at the December 9th meeting.

Marcia Withiam- Wilson from the Friends of the Library told the Trustees they will be surveying the patrons and community to see which museum passes are being used to purchase them again for 2016.

**6. Action Item Review:**

<b>Action Item</b>	<b>Person</b>	<b>Date Due</b>
RFQ; space planning; discussion library of future	Dr. Tricarico	On-going updates
Sponsor-a-Spot Civic Pride	Ms. Santos	Spring
Policy Review	Ms. Driscoll will provide info to date; all Trustees	January
Parking Lot & Street Take Pictures of Signs	Ms. Connolly	December
Develop a survey and then plan focus groups regarding library hours	Trustees & Consultant	November/December implementation January
Develop new material for Fincom Re: staffing needs	Ms. Driscoll & Ms. Wilkinson	December Implementation January/February

Ms. Connolly made a motion to enter into Executive Session under Exemption 2, discussion of non-union contracts. Ms. Wilkinson seconded. A roll call vote was taken to enter into Executive Session. Ms. Connolly, yes. Ms. Driscoll, yes, Ms. Santos, yes. Ms. Wilkinson, yes. It was then stated that the Board would only be coming out of Executive Session to adjourn the meeting.

The Board came out of Executive Session and a motion to adjourn was made by Ms. Wilkinson. Ms. Driscoll seconded. All voted in favor. The meeting was adjourned at 9:46pm. Next meeting date is December 9, 2015 at 7pm at the Endicott Library.

Respectfully submitted,

Sarah Santos

Attachments:

Agenda  
Director's Report  
James Carr Renderings