

BOARD OF TRUSTEES OF WAREHAM FREE LIBRARY MINUTES  
OF MEETING, THURSDAY, NOVEMBER 17, 2011

1. Meeting called to order at 5:32 PM by Chair: present: Trustees: Mike Flaherty, Chair, Martha Strachan, Vice Chair, Kate Furler, Acting Secretary, Kathleen LaFlamme, Megan Singleton, Jack Houton, and Bethany Gay, Director, Denise Medeiros. Guest: Kerry Mello. Meeting was recorded via audio by Chair as a personal recording. We attempted to tape as part of the record but the machine provided by the Town failed to work.

Leie Carmody and Liz MacDonald absent with notice.

Martha Strachan moved that Kate Furler be the acting secretary for this meeting. 2nd by Kathleen LaFlamme. Vote: 7-0-0.

2. Public Comment: None
3. Minutes approval of October meeting tabled until we have the IG to staple to them (expected for next meeting).
4. Reports: Mini-Golf fundraiser:  
Megan Singleton distributed folders with materials from the Friends with information about this event.  
The Friends looking for help locating Sponsors, contact person is Megan Singleton.

Mike Flaherty noted that the Capital Planning Committee listed an item from the Town Administrator concerning Spinney in their September 8, 2011 meeting minutes.

ALA Common Ground Grant: no action

5. Old Business.  
Building Committee update: Denise Medeiros met with Mark Gifford of Municipal Maintenance to discuss the needs of the library.  
Mr. Gifford agreed that we need the fence, but has no time line available.  
Mr. Gifford agreed that SOME of the shrubs in front of the building should be removed.  
Ms Medeiros gave Mr. Gifford the listed of needed repairs generated by this committee and will be prioritizing these needs.  
Ms Medeiros requested a full Capital Planning Report  
Ms Medeiros requested that the Maintenance Department include the library's needs in THEIR Capital Plan.

Discussion of the condition of and the responsibility for the playground located behind the library.

6. New Business: none

7. Director's Report:
- \* Access to Town Council policy explained.
  - \* Draft Policies discussed, copies distributed. Discussion about video rentals. Policies need to be voted on in a future BOLT meeting. Discussion about meeting rooms and fishing poles.
  - \* Discussion on Behavior Policy. Internet policy discussion will happen at a future BOLT meeting.
  - \* Draft Budget discussed, copies distributed
  - \* Trustee duties and responsibilities discussed, copies distributed.
  - \* Motion: by Bethany Gay, 2nd Martha Strachan
  - \* Denise will look into inviting other library boards to join in a training session for Library Trustees given by MBLC and MLS. 7-0-0
  - \* Fund Raising Plan: Denise Medeiros and Kerry Mello
- Roles: Friends - Event Planners  
Foundation - Grant and Donation organizers  
Trustees - Support and Advisory Group

Foundation is persuing large donations and grants. They are setting up materials for a bequest program. Their annual appeal will be more targeted this year. The Foundation presently has 11 members and may have up to 25 members.

Approved 12/15/11

*Ad Hoc Sect:*  
Kate Furler  
Acting Secy: Leie Carmody  
Chair: Michael Flaherty

8. Trustee Matters

MLTA Newsletter: tabled until Leie Carmody returns

Secretary election: Kate Furler volunteered to do the task when Leie is unavailable. 7-0-0

January BOLT meeting

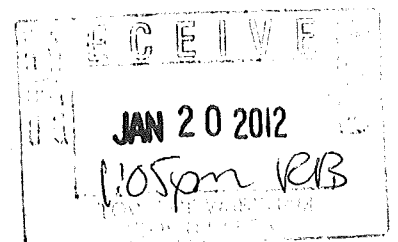
\*Amendment: by Kate Furler, 2nd Kathleen LaFlamme

January meeting limited to information about appointed trustees rather than elected trustees. 0-7-0

9. Next meeting: Dec 15, 2011 at 5:30 PM . Motion by Martha Strachan, 2nd Kate Furler 6-0-1  
Jack Houton and Kathleen LaFlamme will be away for the December BOLT meeting.

10. Motion to adjourn by Martha Strachan, 2nd Kate Furler 7:52 PM 7-0-0.

Submitted by Kate Furler  
Acting Secretary



BOARD OF TRUSTEES OF WAREHAM FREE LIBRARY

MINUTES OF MEETING, THURSDAY, DECEMBER 15, 2011

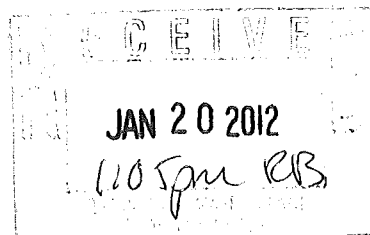
1. Meeting called to order at 5:35 by Chair. Present; Trustees Mike Flaherty, Leie Carmody, Jack Houton, Martha Strachan, Kate Furler, Megan Singleton, Bethany Gay and Liz McDonald and Dir. Denise Medeiros. Guest: Kerry Mello Meeting was recorded via audio by Chair as personal recording and taped as part of the official record. McDonald announced fund-raiser on 12/17 to aid local families, victims of recent fire.
2. No public comment
3. Minutes of October meeting were accepted 8-0-0 (Furler/Strachan), amended to include Strachan as seconder of motion to inform BOS of BOLT response to applicants. Minutes of November were accepted 6-0-2 (Strachan /Gay).
4. Foundation Pres. Mello announced annual appeal underway; affirmed separate approaches of Friends and Foundation to fundraising: the former conducts sales and events; the latter does major appeals and grant-writing. A joint meeting will be set up with both groups' Boards invited to January BOLT meeting.
5. Proposed policy drafts were approved: fines/fees (Strachan/Furler) 8-0-0; fishing poles (Furler/Gay) 7-0-1; meeting room (Furler/Singleton) 8-0-0; patron behavior (Strachan/Furler) 7-1-0  
Discussion of duties and responsibilities of BOLT, given it is appointed (not elected) and Advisory (not Governing) Board; to be continued
6. Director presented new Action Plan FY13. Reported on Safe Child Policy, which will be submitted to Counsel for review. Capital Plan also presented and Board approved the removal of three items (Houton/Furler): install self-checking systems (7-1-0); replace two valves (8-0-0), and ductless AC/dehumidification system (8-0-0)
7. Carmody explained purpose and functions of MLTA.
8. Houton/Strachan moved to elect Furler as Secretary; approved 8-0-0
9. Next meeting set (Strachan/Carmody) for January 19 @ 5:30 in Community Room
10. Meeting adjourned (Furler/Houton) 7:42, 8-0-0

APPROVED \_\_\_\_\_

*1/19/2012*

*Leie Carmody*  
Secretary

*Mike Flaherty*  
Chair



Financial Summary

The Board of Directors has the pleasure to present to you the financial summary for the year ending 31st March 1991. The summary shows a steady increase in income over the last year, and a decrease in expenditure, resulting in a surplus of £100,000.

Income

Income from the sale of land and buildings, £150,000; income from the sale of shares, £50,000; income from the sale of investments, £100,000; income from the sale of other assets, £100,000.

Expenditure on the purchase of land and buildings, £100,000; expenditure on the purchase of shares, £50,000; expenditure on the purchase of investments, £100,000; expenditure on the purchase of other assets, £100,000.

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Surplus

