

**MEETING OF LIBRARY BOARD OF DIRECTORS**

**SALEM FREE PUBLIC LIBRARY**

**TUESDAY, 6/12/2012**

**PRESENT** Len Giambra, Michelle Guertin, Jackie Hemond, Brenda Holmwood and Sharon Sanders

**ABSENT** Bobbie Ziegra, Maryann Casciano

**GUESTS** Pat Aldrich, Lew Buckley

**ADDITIONS TO AGENDA** None

**CALL TO ORDER** At 6:17 PM by Len

**PUBLIC COMMENTS** None

**GENERAL PROCEEDINGS**

- **Minutes of last meeting**, 5/8/2012, were reviewed and accepted. The motion was made by Michelle and seconded by Brenda. M/C (4-0). Michelle questioned whether names should be included in the minutes when there is dissent in an oral vote. Len asked Sharon to report back to the Board whether Robert's Rules require names in this situation.
- **Financial report** dated 6/12/2012 was presented by Michelle to the Board for review. A motion to accept was made by Brenda and seconded by Sharon M/C (4-0)
- **Correspondence** was not received.
- **Librarian's report** was presented by Jackie. There was discussion about the most appropriate method to collect data about patron use of computers. Bibliomation has an application in which user log-ins can be automatically tracked but it expensive (for a small library) and not user friendly. Jackie will continue to manually track patron computer use and talk to other librarians about methods for tracking usage. Circulation hours are in a holding pattern. On July 7, summer reading program commences.
- **Friends of the Library report** was deferred.

### **OLD BUSINESS**

- Jackie referred to the 5/18/2012 Board vote to cut library hours by 2 on Saturdays, but decided not to cut because of concern with patron response.
- Review of modifications to job descriptions for Assistant Librarian, Senior Assistant, and Technical Manager was tabled.

### **NEW BUSINESS**

- Kevin Lyden requested permission for the town to trim trees in the region of the library parking lot. The Board consented to the town making the decision.
- A motion was made by Sharon not to have a Library Board meeting on 7/10/2012 and seconded by Brenda. M/C (4-0) The next Board meeting will be 8/14/2012.

**OPEN DISCUSSION** Len clarified with Sharon that he will ensure hard copies of revised library policies are received by the Town.

**ADJOURNMENT** A motion to adjourn at 6:54 PM was made by Len and seconded by Brenda. M/C (4-0)

Respectfully submitted,

Sharon Sanders,  
Recording Secretary

**Next meeting is August 14, 2012.**