

**TOPSFIELD TOWN LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING**

February 10, 2015, Meeting Minutes

Present

Board of Library Trustees: Michael Massaro, Chairman; Philip Madell, Vice Chairman;
Kathleen Hoffman, Abigail Jackson
Library Director: Laura Zalewski

Chairman Massaro called the meeting to order at 7:32 P.M.

Approval of Meeting Minutes

- Kathleen Hoffman made a motion to approve the minutes of the January 13, 2015 trustee meeting; Abigail Jackson seconded; the motion was approved 4-0.

New Business

- Renewal of the art-sharing membership with the deCordova Museum was reviewed and Philip Madell moved that the board continue with the program; Kathleen Hoffman seconded; the motion carried 4-0.
- Abigail Jackson was appointed as Trustee representative to the Music Committee.

Director's Monthly Report

- During the month, the library held 13 events, which attracted 146 attendees.
- As a theft-prevention measure, the DVD collection is to be accessed only by library staff.
- The fire department inspection revealed several minor issues, which have been redressed for the re-inspection.
- The uncertainty surrounding the services of neighboring Boxford Town Library and the potential impact on the Topsfield Town Library, both in terms of manpower and circulation, was reviewed.

Former Business

- An ad hoc committee is reviewing the basement water issue.
- The FinCom meeting was postponed due to weather conditions.
- The scheduled monthly Trustee meeting dates was discussed, but no changes proposed.
- The next board meeting will be held on March 10, 2015.

Meeting adjourned at 8:07 P.M.

Respectfully submitted,

Philip Madell, Acting Secretary