

**TOPSFIELD TOWN LIBRARY
BOARD OF TRUSTEES
Minutes of the Meeting February, 15th, 2011**

Present

Trustees: Barb Bodengraven, Chair, Jen Baker Vice-Chair, Sean Cunniff (Acting Secretary), Audrey Iarocci, Doe DeLuca,

Library Director: Dana Mastroianni

Friends of the Library President: Beth Aylmer

The meeting was called to order at 7:40 p.m.

Friends of the Library Report

- Current membership - 300 Friends members, 231 renewals, 69 new members, down 81 from last year
- Finished round two raffle baskets raised \$165 (less than expected).
- Valentines' Day dessert had 35 people attend – very successful.
- Three authors are scheduled to come to the library.
- The Winter Book sale brought in \$1245.90- very successful.
- Working on a book fair with Barnes & Noble – 10% of sales on that day
- The Friends are organizing a “meet and greet coffee” for Dana on Thursday March 10th at the Library.
- A discussion ensued about how to get young families involved in the friends.

New Business - Discussion of Budgets

At 8:22 the Director gave a review of the Library presentation to the FinCom. A discussion ensued about the MAR, the potential for MAR funding, and the general Town budget. Currently, the Library budget submitted to the FinCom does not meet the MAR but the Board feels that the Town is well aware of the importance of this target.

Approval of Meeting Minutes

No Meeting minutes were approved.

Directors Report

The Director gave a review of her report. (see attached)

There was an extensive discussion of Library Staffing / minimum staffing requirements / and when to close the Library. The ability of the Director to close the Library for safety reason was discussed. The Director will present some alternatives relative to the staffing policy at the next Board meeting for the Board to discuss.

A discussion of the other items in the report ensued.

Other Business

No other business

Meeting Adjourned

A motion to adjourn was made by Doe DeLuca at 9:54 The motion was seconded by Audrey Iarocci. The vote was unanimous by the Trustees present.

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Next Board Meeting

The next Board meeting will be held Tuesday March 8 at 7:30, pending unless the incoming prefers an earlier meeting.

Respectfully, Submitted

Sean P. Cunniff
Acting Secretary