

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

May 14, 2013, Meeting Minutes

**Present**

Board of Library Trustees: Dorothea DeLuca, Chair; Philip Madell, Secretary;  
Sean Cunniff, Michael Massaro, Audrey Iarocci

Library Director: Laura Zalewski

Topfield Town Selectman liaison: Eldon Goodhue, Esq., was absent

Chairperson Dorothea DeLuca called the meeting to order at 7:44 p.m.

The following nominations were made, and approved unanimously:

Chairman: Philip Madell

Vice Chairman: Audrey Iarocci

Secretary: Sean Cunniff

Trust fund liaison: Michael Massaro

A motion to adjourn, sine die, was made, and approved at 7:48.

Chairman Madell called the meeting to order at 7:48.

**Approval of Meeting Minutes**

- Sean Cunniff made a motion to approve the minutes of the April 9, 2013, meeting;. A. Iarocci seconded; the motion was approved 5-0.

**New Business**

- Library statistics – pick up data from report; discussion on ebooks etc.

**Director's Monthly Report**

boy scout working on pathway

programs – concert at Gould Barn a success

staff – Wendy was awarded her Master's degree – Secretary to send note.

Library conference programs stimulated new thinking on reference organization and relocation of different function-specific rooms.

There have been no negative issues regarding the policy of allowing beverages to be brought into the library in covered containers.

The emergency phone-tree alert system was discussed.

It was requested that the director provide the board with a time line of actions needed to replace the building generator.

**Former Business**

Library's FY 2014 budget was approved at this month's town meeting.

Green Committee – nothing to report yet

The next board meeting will be held on June 11, 2013.

Meeting adjourned at 8:28.

Respectfully submitted,

Sean Cunniff, Secretary