

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

June 11, 2013 Meeting Minutes

**Present**

Board of Library Trustees; Philip Madell, Chair; Sean Cunniff, Secretary  
Michael Massaro (arrived at 7:45) Audrey Iarocci, Doe Deluca, Kathleen Hoffman  
Library Director: Laura Zalewski  
Chip Goudreau, Chair Green Communities  
Bruce Dyer, National Grid, Topsfield Liaison

Chairperson Madell called the meeting to order at 7:33 p.m.

**Approval of Meeting Minutes**

Audrey Iarocci made a motion to approve the minutes of the May 14, 2013, meeting. D. Deluca seconded; the motion was approved 5-0. (Mike Massaro, - not yet present)

**Former Business**

Discussion of the Department of Energy Resources Grant and rebate incentive from National Grid.

Library Director is in favor of positive action.

The Chair entertained a motion to approve the project.

Sean Cunniff made a motion to approve the project as discussed, seconded by Mike Massaro.

Discussion ensued.

The Chair called for a vote, which was unanimous.

**New Business**

Director's Performance Evaluation

Chair gave an overview of his meeting with the Director, which was a very positive evaluation. The Director expressed her appreciation of the staff and patrons and feels the position is a good fit for her.

Staffing

Meredith Toumayan has submitted her resignation and the position has been posted.

## **Director's Monthly Report**

The Director reviewed her monthly report.

See attached Director's report for details.

The Director noted that there is no longer a Selectman's liason to the Library as the Board of Selectmen believes it undermines the authority of a strong town administrator.

The Chair called for Executive Session to discuss A personnel matter. The Board entered executive session without an intent to return to regular session.

The Board exited executive session.

The Chair entertained a motion to adjourn.

Doe DeLuca made a motion to adjourn, seconded by Audrey Iarocci, the vote was unanimous.

Sean Cunniff, Secretary