

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

October 9, 2012, Meeting Minutes

Present

Board of Library Trustees: Dorothea DeLuca, Chair; Philip Madell, Secretary;
Kathleen Hoffman, Audrey Iarocci
Library Director: Laura Zalewski

The chair called the meeting to order at 7:39 p.m.

Approval of Meeting Minutes

- Audrey Iarocci made a motion to approve the minutes of the September 11, 2012, meeting, as corrected, Kathleen Hoffman seconded; the motion was approved 4-0.

New Business

- Town Reorganization Proposal: tabled.
- Capital Requests: request for proposal for generator forthcoming; no preliminary estimate provided.

Director's Monthly Report

- Programs being planned:
 - Music Committee is lining up group for concert series;
 - a local author night;
 - flower arrangement workshop;
 - chocolate program for 2013
- Staff: staff attended
 - Circ/ILL meeting,
 - Town Department Head meeting,
 - and MVLC workshop on financial aid.
- Facility: wasp insect problem evaluated; heat turned on, maintenance evaluating any issues.
- Other: subscribed to online classes available to Topsfield patrons; free music download via Freegal service for Topsfield patrons.
- State Aid – numbers from various components still being gathered.

Former Business

- Wireless Internet Implementation: Postponed while installation bugs addressed by the service provider.

The next board meeting will be held on November 13, 2012.

Meeting adjourned at 8:12.

Respectfully submitted,

Philip Madell, Secretary