



TOWN OF TEWKSBURY

300 CHANDLER STREET
TEWKSBURY, MASSACHUSETTS 01876

TEWKSBURY PUBLIC LIBRARY

(978) 640-4490
FAX (978) 851-8609

Meeting: 4/12/10
Time: 7:00 p.m.
Place: Tewksbury Public Library
Members present: Joseph Frank, Paul Fortunato,
Patricia Pino, Patrick Joyce
Members absent: Brenda Orio, Gene Walsh
Also present: Noelle Couture, Mary Toombs

The meeting was called to order at 7:00 p.m. by Chairman Frank.

A motion was made by Paul Fortunato, seconded by Patrick Joyce to accept and approve the minutes of 2/22/10. The motion passed by unanimous vote.

Reorganization:

Paul Fortunato nominated Joseph Frank to the position of Chairman. Pat Pino seconded the nomination and it passed by unanimous vote.

Patrick Joyce nominated Paul Fortunato to the position of Vice Chairman. Pat Pino seconded the nomination and it passed by unanimous vote.

Paul Fortunato nominated Gene Walsh to the position of Clerk. Patrick Joyce seconded the nomination and it passed by unanimous vote.

Chairman Frank appointed Pat Pino as liaison to the Friends of the Library.

Director's comments:

Director's report attached.

Acting Director Noelle Coulure asked the Board for permission to close the library on Saturdays in June due the staff shortage and unused staff vacation time.

A motion was made by Pat Pino, seconded by Patrick Joyce to close the Library on Saturdays beginning June 5th through September 4th. The motion passed by unanimous vote.

Due to the high volume of theft the CD's were moved and the DVD's may be put back into security cases.

Member's comments:

Paul Fortunato met with the Town Manager regarding the Director search. The Town Manager authorized Paul to organize a meeting with the Search Committee to choose the candidates they would like to interview. The Committee will then present the finalists to the Town Manager for a final interview and background check. Mr. Montuori asked Paul to sit in on these final interviews.

Pat Pino attended the last Friends of the Library meeting. The Friends approved proposals for a Windows operating system upgrade, the summer reading programs, the adult reading programs and they agreed to pay half of Robert Hayes' requested movie license. The Lions Club will pay the other half of this license. The Friends have added the Peabody Essex Museum to the list of museum passes they will fund.

Future meetings:

Tuesday, May 11 @ 6:45 p.m.

Tuesday, June 8 @ 6:45 p.m.

Adjourn:

Chariman Frank adjourned the meeting at 7:50 p.m.

Respectfully submitted,


Clerk


Recorder

Date approved 5/11/10



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TEWKSBURY PUBLIC LIBRARY

Noelle Boc Couture
Acting Director/Children's Librarian

(978) 640-4496
FAX: (978) 851-8609

Acting Director's Report
April 12, 2010

- **Budget FY2011:** The Town Manager presented his budget to the Selectmen and balanced it so there are no layoffs town-wide and the library has been level-funded. This should mean that when the budget passes, we will be allowed to hire a new full-time clerical position, however there is a chance the town manager may want us to wait until the new fiscal year begins. This does not change our loss of accreditation threat, especially as a level-funded budget still means we will lose a full-time position as of January 1st, 2011 when Judy Bangs retires.
- **June Saturdays:** I am very concerned about our staffing situation for weekends in June. According to our statistics, library visits, checkouts, and computer uses drop dramatically on Fridays and Saturdays in June. We do not need to be open on Saturdays in June to maintain certification status. School is out on June 15th this year. Since it is unsure when our staffing crisis will be fully solved, staffing Saturdays through June this year may prove to be more of a burden than it is worthwhile carrying.
- **Change in Regional Library System:** the 6 regional libraries that the Mass. Board of Library Commissioners oversee are being condensed into one which shall just be called the Massachusetts Library System. Details are still being worked out, but hopefully it should not affect the delivery of inter-library loan materials in our consortium. Materials that do come from other regions however will now need to be mailed via the postal service instead of being van-delivered through the regional system.
- **Food for Fines:** For the month of April, the library is once again promoting the Food for Fines program with the Community Pantry. This time, we are saying that one item of food donated is equal to \$3.00 in fines to minimize patrons who take advantage of the program and hopefully bolster the Pantry's donations in the process.
- **Roof:** During the recent storms, we lost many shingles off the roof and had some leaking windows. Worcester Roofing has been in to repair the damage.
- **Adult & Teen Summer Reading:** Robert is spearheading a low-key summer reading program for adults and teens this summer, which has been very successful in the past. He is aiming to get donations for weekly raffles and the Friends have given him funding for other prizes as necessary.
- **Cleaning:** Mike is now cleaning the bathrooms on a daily basis, and we are noticing the difference. Mary gets a gold star for suggesting we purchase a steam cleaner which works very well in removing grime.