



Town of Tewksbury

Tewksbury Public Library

300 Chandler Street
Tewksbury, Massachusetts 01876
978.640.4490

Diane H.C. Giarrusso
Library Director

Meeting: 1/24/11

Time: 6:45 p.m.

Place: Tewksbury Public Library

Members present: Joseph Frank, Patrick Joyce, Pat Pino, Gene Walsh

Members absent: Paul Fortunato, Robert Homeyer

Also present: Diane Giarrusso, Mary Toombs,

The meeting was called to order at 6:50 p.m. by Chairman Frank.

Minutes:

A motion was made by Patrick Joyce, seconded by Pat Pino to accept and approve the minutes of 12/7/10. The motion was passed with Gene Walsh abstaining from the vote.

Director's Comments:

Director's report attached.

The Town Manager will not be filling any vacancies, which means that Judy Bangs's position will be left unfilled for FY12. This will leave the Library with six Clerical Assistants. Diane is asking for an increase in the overtime budget. The Library will be able to maintain its current hours of operation with minimum expenditures. The Town Manager will be presenting his budget to the Selectmen next Thursday. Diane will let the Trustees know the time and location.

We received a quote to install a heat air curtain at the main entrance doors which should alleviate the cold temperatures at the Circulation Desk.

A motion was made by Gene Walsh, seconded by Pat Pino authorizing expending no more than \$7,400 from the Fairgrieve Fund to install the heat curtain in the entrance way. The motion passed by unanimous vote.



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Policies:

The Museum Pass and Electronic Media Use in the library policies were tabled.

The Director would like to amend the Library Card policy to alleviate some customer service issues.

A motion was made by Pat Pino seconded by Patrick Joyce to amend the current Library Card Policy by changing the section that requires patrons to show a valid library card to take materials out of the building. The new policy will state that a government issued photo ID will be accepted if the patron does not have his library card. The motion passed by unanimous vote.

A motion was made by Eugene Walsh, seconded by Patrick Joyce to amend the Food and Drink policy to state that with the exception of the Meeting Room, no food or drinks are allowed in the library. Employees may have bottled water (only) at the public service desks. All other beverages must be consumed in the staff room or offices. Food, except for individual candies is restricted to the staff room. The motion passed by unanimous vote.

Friends of the Library Update:

The Friends will be getting new rack cards for their upcoming membership drive titled "Love Your Library Month". The Banners will be going up outside the library and the link for the Elisabeth Desmarais Scholarship will be reactivated on the web-site.

Members' comments:

Joe Frank gave an update on the proposed tutoring program. The first program they are looking to start will be an SAT prep class.

Future meetings:

Wednesday, February 16

The Chairman adjourned the meeting at 7:50 p.m.



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Respectfully submitted,

Clerk

Recorder

Date approved