



Wilmington Memorial Library  
 175 Middlesex Avenue  
 Wilmington, MA 01887

Phone: 978-658-2967  
 Fax: 978-658-9699  
 website: www.wilmlibrary.org

**Board of Library Trustees**

Mr. James Banda  
 Ms. Karen Campbell  
 Ms. Susanne Clarkin  
 Ms. Joan Grady  
 Ms. Eileen MacDougall  
 Mr. Donald Pearson

**BOARD OF LIBRARY TRUSTEES MINUTES**  
 Tuesday, January 19, 2010

Present: Trustees James Banda, Karen Campbell, Joan Grady, Eileen MacDougall, Don Pearson,  
 Library Director Christina Stewart, Administrative Assistant Gloria Corcoran  
 Absent: Susanne Clarkin

The meeting was called to order at 7:10 pm.

Eileen MacDougall made a motion to accept the minutes of December 8, 2009; seconded by James Banda, motion passed.

Karen Campbell made a motion to accept the December Financial Report, seconded by Joan Grady, motion passes.

**Library Director's Report**

Library Director Tina Stewart noted that Susanne Clarkin spoke with the Town Manager regarding a medical leave of absence from the Board of Trustees for a few months. Eileen MacDougall asked whether Susanne could participate in meetings via a conference call on the telephone. Tina will speak with the Town Clerk regarding any Open Meeting Law issues regarding participating in an open meeting in this way.

The elevator is currently out of service due to a problem with the hydraulic system. Due to the expense of this repair, the job must go out to bid and be put on the Central Register. This process and the repair of the elevator mean that the elevator will be out of service for two months or more. The Trustees expressed concern about not having access to the second floor for handicapped patrons. They asked Mrs. Stewart to speak with Town Manager to see if there could be a "handicapped" waiver to expedite or forgo the entire bid process.

Mrs. Stewart indicated that the Friends of the Library Annual Appeal has raised almost \$8,000. These funds will go to help update the meeting rooms with audio and video equipment.

Mrs. Stewart met with the Town Manager about the FY2011 Budget Proposal. The only change was to increase the Training/Travel/Conference budget item to \$760.

Mrs. Stewart explained that the library staff has been working on the development of a tag line for the library. Charlotte Wood, Assistant Library Director, will attend the February Trustees meeting to do an exercise with the Trustees in order to get input on the tagline.

**Friends Bookstore**

Karen Campbell, a member of the Friends of the Library Book Store Committee, informed the Trustees that the bookstore has many new improvements including better shelf organization and signage making it easier to shop for books. A laptop has been purchased by the Friends for use in the bookstore.

**Friends Executive Board**

Eileen MacDougall, liaison to the Friends Executive Board, reported that the Executive Board has reserved money for replacement of the furnace at the Book Store. She noted that the annual appeal

contributions have a repeated pattern in the number of the donations in a particular monetary category.

**Trustee Comments:**

Don Pearson asked about response to the Kindle. Mrs. Stewart indicated that there is a waiting list for the Kindle and patrons seem interested in trying it out. Eileen MacDougall suggested having a survey included with the Kindle to gather feedback.

Motion to adjourn at 8:10 pm was made by Karen Campbell, seconded by Eileen MacDougall

The next Trustee meeting is February 16, 2010.

Submitted by,

Gloria Corcoran  
Administrative Assistant