

**Norton Public Library
Meeting of the Board of Trustees
Tuesday, December 13, 2011
7:00 PM**

Present: Brian Stalters, Robert Berg, Lee Parker, Kenneth Perlow, Jane Micheltmore, Lisa Daly-Boockoff, Herbert Ellison, Marjorie Crowe

Absent: Carlton Moore, Gail Robinson, Donna Summerfield

Clerk's Report: Minutes from the November 8, 2011 meeting were reviewed and accepted.

Treasurer's Report: The Treasurer's report was reviewed and accepted.

Head Librarian's Report: Lee Parker stated that the Friends' Fall Book Sale was successful, earning about the same as last year. During the "Technology Petting Zoo" led by Best Buy's team held this month, staff experts assisted patrons with questions about the library's electronic gadgets. Policies for the use of technological devices will now be developed and then they will be made available to the Public. She spoke before the Norton Cable Access Board in regard to a community grant and gave a technology needs list. Progress was made on building issues, especially with the Circulation Desk, new composite tile floor in the kitchen and the MetTel system.

Youth Services Librarian's Report: It was a busy month for programming for children of all ages, with teens and a new Wheaton College student volunteering help, as well as the MOMS Club of Norton, according to Leslieanne Costello. She attended the Bristol County Youth Services Roundtable and added a large order of children's materials to the collection.

Old Business: Jane Micheltmore reported on the status of the amended constitution. The Secretary of State is sending the Board a copy of the 1988 certification of the corporation with amendments made at that time. An official quote of \$35,000 for a new air conditioning unit has been received from S & S Service. Two more quotes are needed for a capital expense. A technology plan needs to be put in place for the meeting room which includes wireless printer and home theater set-ups.

New Business: The Trustees are grateful for two major gifts to the library. The North Easton Savings Bank has made a \$6,995 grant to the library to upgrade the more than 20-year-old phone system. The Bank also purchased the gazebo for the library park several years ago and regularly sponsors concerts that are held there in the summer.

The Library has been informed by The Norton Community Access Cable Board of Directors of its intention to award the library, as the first recipient, a NCAC

Community Fund Grant totaling \$13,000 to improve the technology and to create more resource avenues for the community of Norton through the Norton Public Library.

A motion by R. Berg and seconded by H. Ellison was unanimously approved to authorize Ms Parker to utilize the \$13,000 fund as designated.

A motion by H. Ellison and seconded by M. Crowe was unanimously approved to authorize the following to sign accounts: Treasurer, Robert Berg; President, Brian Stalters; Librarian Lee Parker.

A motion made by H. Ellison and seconded by K. Perlow unanimously approved payment of the bills.

List of Documents used at the Meeting:

Head Librarian's Monthly Report

Youth Services Librarian's Monthly Report

Clerk's Report

Treasurer's Report

The meeting was adjourned at 8:50 PM until the next meeting on Tuesday January 17, 2012 at 7:00 PM at the Norton Public Library.

Respectfully submitted,

Marjorie Crowe, Clerk