

MINUTES OF MEETING
CANTON LIBRARY BOARD OF TRUSTEES
March 12, 2008

The meeting was called to order at 7:15 PM by Chair Marjorie Clarke with the following in attendance: Kathy Cockcroft, Carol York, Nita Hansen, Carol Merritt, Kelly Conway, Lee Foley, Pat McGarry, Kathleen Woolam, and David Drumm from The Friends.

MINUTES: On a motion by Carol Merritt, seconded by Pat McGarry, the minutes of the meeting of February 13 were approved. David Drumm noted membership of The Friends was "approximately" 325. The minutes of the special meeting of February 26 were also approved.

LIBRARY DIRECTOR'S REPORT: Kathy Cockcroft announced that Jane Hoben was injured in a fall and would be out for 4-6 weeks on medical leave; however, she would continue to do publicity from her home. On circulation statistics she said that the MP3 book consortium was relocating and statistics went down. She explained that the MP3 books were self-contained audio books and not much more expensive than a regular book. Marjorie Clarke said that she had received on Sunday a complaint about the condition of a recording. Kathy said that it was proposed to go through the collection for that purpose. DVDs in the Children's Room were moved around. The report was approved on a motion by Pat McGarry seconded by Carol York. Kathy said she would write a report for April.

COMMUNICATIONS: Kathy handed around a thank-you letter from Cherry Brook School for a donation made to them. She had received the first written book complaint since being in the Library of a teen fiction book by Lauren Myracle.. The mother complained that it contained adult material and was uncomfortable with it. Kathy said she would write to her. She noted that our Library serves a wide range of clientele and it is the parents call, and that it is up to the Library to buy books that are reviewed and appropriate. She said most fiction books are reviewed with some exceptions.

FINANCIAL REPORT: On the financial report as of March 12, there was money spent that doesn't yet show in computer hardware which was the purchase of some materials and a color printer. She went through the categories and noted that full-time salaries was over budget. At 7 months we should be at 58%. She also noted that the time line for the new CAO is July. The budget is in place and this is probably an opportune time for a transition. Computer hardware is an issue and more was spent on computer hardware support, but there is a significant amount left. Publications is down to \$17,000 and might go over budget. The financial report was approved on a motion by Pat McGarry, seconded by Carol Merritt.

FRIENDS: David Drumm said there was no meeting to report on, but they held a farewell reception for Kathy Cockcroft on Sunday, March 9, which was well attended. He had a conversation with the newly-appointed library director earlier that evening, who was very much interested in the Friends and their contribution.

OLD BUSINESS: 1. Budget: Kathy Cockcroft announced that the \$7 per capita in publications had been put back in the budget. She distributed a percentage sheet showing changes in salaries in recent years. 2. New Director: Kathy said that April 4 would be her last day, and with regard to the new director who would take over April 1, she would like to get him introduced to the community and thought the Monday morning coffee hour would be a start. She discussed other areas in the transition such as payroll which would be handled at the Town Hall. 3. Stakeholders: The list of names of possible participants was discussed and added to. Marjorie Clark had worked up a notice to be sent to the list, hopefully by the end of the month, pending confirmation of the dates for the meetings. The list was divided up for follow-up telephone calls to confirm attendance at the meetings.

ADJOURNMENT: On a motion by Pat McGarry, the meeting adjourned at 8:45 PM.

Kathleen Woolam, Secretary