

Trustee Meeting Minutes  
November 8, 2010

The November meeting of the Leominster Public Library Board of Trustees was called to order at 5:05 p.m., on Monday, November 8, 2010.

In attendance were: Gilbert Tremblay, Chairman; Kathleen Reynolds Daigneault; Carol Millette; Jeanne Zephir; Assistant Director Meredith Foley; and Director Susan Theriault Shelton. Also in attendance were Edward Bergman, Head of Adult Services, and Circulation Supervisor Nancy Tourigny.

Absent: Nancy Hicks.

The minutes of the previous meeting were approved as submitted.

In anticipation of the attendance of representatives from Mt. Wachusett Community College's La Chance Library, Mrs. Shelton asked that the Reciprocal Borrowing Policy Request from New Business be addressed first. The Board agreed. After allowing a few minutes for them to arrive, the Board decided to proceed with the discussion regarding how Leominster should handle network transfers with MWCC students who reside in Fitchburg (decertified) or out-of state. There was much discussion both pro and con. Given that representatives from MWCC were not in attendance to present their viewpoint and Mrs. Hicks was out-of-town, the Board decided to delay voting on the matter until more information could be gathered.

Old Business:

Mrs. Shelton gave an update regarding the on-going library projects. She informed the Board that the requirements of the Gates Foundation Grant have been completed. Additionally, she indicated the library is one step closer to resolving the problems with the C/WMARS and Wi-Fi disconnects. In February, C/WMARS changed the library's connection from a data connection to a cable connection with Comcast. There had been increasing problems until August, at which time C/WMARS changed the router. Intermittent problems with both C/WMARS and the Wi-Fi persisted. Mrs. Shelton was repeatedly in contact with Comcast, which provides service for both connections. On October 27<sup>th</sup> the router for the wireless was switched out, as that was thought to be one of the problems. Today, a supervisor and technician from Comcast came and informed Mrs. Shelton that the C/WMARS router had the incorrect power pack. A new power pack was installed and plugged directly into the UPS. Mrs. Shelton was informed by Comcast that the "pole" is the box inside our building, and if there is a problem with the "pole" both routers (C/WMARS and Wi-Fi) should both have the same disconnect issues. There is one cable from the outside pole to the box in the building, and then it splits for C/WMARS and Wi-Fi. The staff will monitor and record any future interruptions.

The library is scheduled to deploy the new computers for the Information Desk this coming Tuesday and Wednesday. This will enable one of the older desk computers to be redeployed as the management console for the library's time-and-print software for the public computers. This management console will be moved to the reference office.

Installation of the new microfilm reader-scanner will be scheduled for mid-December, and will utilize the second redeployed older computer from the Information Desk.

The Dedication and Donor signs are set to be installed in the main hallway next week.

Mrs. Shelton informed the Board that the library's fall programs have been a huge success. Love Letters (a two person play) had 75 people in attendance; the Despo Memorial Concert (Three Swingin' Tenors) drew 190 people; and the Virginia Eskin Ragtime Concert – the last of the library's Centennial Programs – had over 250 in attendance.

Mr. Salvatore suggested that Mrs. Shelton contact Barnes & Noble to see if they would be interested in partnering with us to bring authors to the library to speak. Mrs. Shelton will pursue this after the New Year.

Mrs. Shelton asked that the Quarterly Library Usage Report be tabled, as she has not been able to give it the attention needed for presentation.

The next meeting is scheduled for Monday, December 13, 2010 at 5:00 p.m. in the library's historic conference room.

The meeting adjourned at 6:40 p.m.

Respectfully submitted,

Meredith A. Foley  
Recording Secretary