



Bonnie Roalsen, Director  
 Dedham Public Library  
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Monika Wilkinson, Chair  
 Margaret Connolly, Vice Chair  
 Tracy Driscoll  
 Sarah Santos  
 Mary Ann Sliwa

<b>DPL TRUSTEES MEETING MINUTES</b>	
<b>NOVEMBER 14, 2016, DEDHAM TOWN MEETING, 6:00 PM</b>	
<b>MEETING CALLED BY</b>	Board of Library Trustees, Dedham
<b>TYPE OF MEETING</b>	Distribution of Surveys
<b>CHAIRMAN</b>	Monika Wilkinson
<b>SECRETARY</b>	Mary Ann Sliwa
<b>ATTENDEES</b>	Margaret Connolly, Tracy Driscoll, Sarah Santos, Mary Ann Sliwa, Monika Wilkinson, and Bonnie Roalsen
<b>PUBLIC ATTENDEES</b>	None

The November 14, 2016 meeting of the Dedham Library Board of Trustees was called to order at 6:10 pm by Vice Chair, Ms. Connolly. Present were Ms. Santos, Ms. Connolly, Ms. Driscoll, Ms. Sliwa, and Ms. Roalsen. Ms. Wilkinson joined the survey distribution at 6:48 pm.

**Public Input:**  
 None.

**Action Items:**

Survey distribution to Town Meeting participants.

Ms. Wilkinson made a motion to adjourn at 8:40 pm; Ms. Driscoll seconded; all voted in favor.

**Action Item Table:**

<b>Action Item</b>	<b>Person</b>	<b>Date Due</b>
Vote on Minutes of November 3, 2016 and November 14, 2016	Trustees	December/January 2016, 2017
Set up a meeting with Alan Gray, Director, Darien, CT Public Library	Two Trustees, Ms. Roalsen	December 2016
Discussion of donor recognition, trustees' appeal	Ms. Roalsen, Trustees	Winter 2016-2017

Obtain written confirmation of no conditions in the Lucille Fairfield Trust Fund	Ms. Connolly, Ms. Roalsen	November-December 2016
Research how Executive Session minutes should begin and end when there is also an Open Meeting.	Ms. Connolly	Fall 2016
Sign for doors of libraries explaining new loan period	Ms. Roalsen, staff	Fall 2016
Research how trust funds are managed and role of trustees in this.	Trustees	Fall-Winter 2016, 2017
Research other libraries use of financial experts to oversee trust funds	Ms. Roalsen	November-December 2016
Establish policy for retention of close circuit camera tapes	Ms. Roalsen, Trustees	To be determined 2016
Intrusion alarm system first caller	Ms. Roalsen	To be determined 2016
Negotiation with Unions regarding expanded hours for State Aid Compliance	Ms. Roalsen	Fall 2016, plan in place by January 2017
Survey town residents regarding library hours	Ms. Roalsen, Trustees	November-December 2016
Distribute survey	Ms. Roalsen, Trustees	November-December 2016
Collection Management changes	Ms. Roalsen	Ongoing, report in monthly meetings of 2016, 2017
Presentation to Town of Dedham Finance and Warrant Committee regarding budget changes to meet State Aid Compliance	Ms. Roalsen and Trustees	Fall 2016/Winter 2017
Technology monies	Ms. Roalsen, Mr. Kern	Budget development cycle, Fall 2016/Winter 2017
Parking Study meetings	Ms. Driscoll and Ms. Santos	As scheduled in Fall 2016
Consultant Study on Building Plan	Ms. Roalsen	Fall 2016
Report on work with Livable Dedham	Ms. Sliwa	November-December 2016

Respectfully submitted,

Mary Ann Sliwa

Attachments:  
Agenda  
Survey