



Dr. Mary Ann Tricarico
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Monika Wilkinson, Chair
 Margaret Connolly
 Tracy Driscoll
 Sarah Santos
 MaryAnn Sliwa

DPL TRUSTEES MEETING MINUTES	
JANUARY 28, 2016, ENDICOTT LIBRARY, 7:00PM	
MEETING CALLED BY	DPL Trustees
TYPE OF MEETING	Discussion Meeting
CHAIRMAN	Monika Wilkinson
SECRETARY	Sarah Santos
ATTENDEES	Tracy Driscoll, Margaret Connolly, Sarah Santos, Monika Wilkinson, MaryAnn Sliwa,
ATTENDEES BY SKYPE	Dr. Mary Ann Tricarico
PUBLIC ATTENDEES	Amber Socci

The January 28, 2016 meeting of the Dedham Library Board of Trustees was called to order at 7:05pm by Chair, Monika Wilkinson.

1. Public Input:

No Public Input

2. Minutes:

A motion to accept the November 23, 2015 minutes was made by Ms. Connolly. Ms. Driscoll seconded. Ms. Santos and Ms. Wilkinson voted to accept the minutes. Ms. Sliwa abstained.

A motion to accept the December 1, 2015 minutes was made by Ms. Connolly. Ms. Driscoll seconded. Ms. Santos and Ms. Wilkinson voted to accept the minutes. Ms. Sliwa abstained.

3. Financial Report:

A motion to accept the December 2015 Financial Report was made by Ms. Wilkinson. Ms. Driscoll seconded. All voted to accept the December Financial Report.

4. 5K Race:

Amber Socci updated the Trustees about the 5K race. The proposed date is Saturday, August 20, 2016. The start time will be 10:00am. This event will be combined with summer reading finale.

Requirements and planning to run the event include:

Closing the Endicott branch and opening the Main Library for the day.

Determine if public can use Court House and First Church parking lots for the day.

Sign up with racewire.com, for cost of \$1250.00 and determine t-shirt cost.

Police detail cost. Amber Socci will be talking with Lt. Pascal on January 29, 2016.

Approval for overtime.

Notifying neighbors.

Ms. Wilkinson made a motion to grant Ms. Socci to proceed with collecting information to present to the Trustees. Ms. Sliwa seconded. All voted to accept.

5. Spirits of New England:

Amber Socci and Walter Kieseling will stay at the Main Library overnight with The Spirits of New England for six hours of overtime.

Ms. Wilkinson made a motion to have Ms. Socci schedule an appointment for a reading at the Main Library. Ms. Driscoll seconded. All voted to accept.

6. Director's Report:

Dr. Tricarico presented the Fiscal Year 2017 Budget Proposal. It is MAR compliant for budgeting a population of 25,000 by meeting the 13% materials requirement.

The hours of service requirement needs to be increased by 5 non-overlap hours per week from 54 hours to 59 hours. There is a grace period until July 1, 2017 to comply for hours.

Dr. Tricarico recommends speaking to the Union about change in library hours as well as the staff.

Also, advocating to FinCom for increased staff during budget hearing.

Some suggestions include;

Open the Main Library at 9:00am on Tuesdays, Thursdays and Fridays.

Open the Endicott Branch at 9:00am everyday except Tuesdays.

Open another night, although that may only be 4 hours.

Open a branch on Sundays for 5 hours.

Ms. Driscoll discussed making revisions to the department staffing FTE summary.

Ms. Wilkinson requested a list of accomplishments from Dr. Tricarico to present at the budget hearing.

They could include the increase in programs and new website.

Dr. Tricarico left the meeting.

7. New/Old Business:

Ms. Santos will be leaving on vacation. The Interim Director Search Committee will be comprised of Monika Wilkinson, Margaret Connolly, Miriam Jonson, the Director of Human Resources, Janet Reynolds Acting Director DLIT and Liz Reed, a Dedham resident who is the Adult Services and Information Librarian at the Morrill Memorial Library in Norwood.

Ms. Connolly and Ms. Wilkinson will facilitate phone interviews on Monday, February 1, 2016 and Wednesday, February 3, 2016.

The search committee will conduct in-person interviews held at the Main Library on Tuesday, February 9, 2016 and Thursday, February 11, 2016.

Ms. Santos asked about an email from a Dedham resident, Amy Guzelian; if she was written a response. The other Trustees responded never receiving an email and asked for it to be forwarded. Ms. Wilkinson showed concern about town emails and delayed distribution and will respond to Ms. Guzelian.

8. Action Item Review:

Action Item	Person	Date Due
RFQ; space planning; discussion library of future	Dr. Tricarico	On-going updates
Sponsor-a-Spot Civic Pride	Ms. Santos	Spring
Policy Review	Ms. Driscoll will provide info to date; all Trustees	January
Parking Lot & Street Take Pictures of Signs	Ms. Connolly	December
Develop a survey and then plan focus groups regarding library hours	Trustees & Consultant	November/December implementation January
Develop new material for Fincom Re: staffing needs	Ms. Driscoll & Ms. Wilkinson	December Implementation January/February

Ms. Driscoll made a motion to adjourn the meeting. Ms. Sliwa seconded. The meeting was adjourned at 9:35pm. Next meeting date is February 4, 2016 at 7:00pm at the Endicott Library.

Respectfully submitted,

Sarah Santos

