

Southwick Public Library Board of Trustees  
Meeting Minutes  
Tuesday, December 11, 2007

Present: Nancy Stenberg, Karen Contois, Debbie Randzio, Michael McMahon, Nancy Zdun, Anne Murray (Director)

Regrets: Carol Geryk

Michael McMahon called the regular meeting of the Southwick Public Library Board of Trustees to order at 7:10 PM on December 11, 2007 in the Community Room.

**A. Public Comment**

No public comment.

**B. Communications**

- A meeting has been scheduled to defend the Library 2009 Fiscal year budget has been scheduled for 2/16/2008 in the Land Use Room at Town Hall.
- The town wants a level funded budget. Anne's proposed budget includes critical need line items, such as a replacement phone system and increase in library personal (adds to staff, as well as increased hours for staff members).
- The Lions Club has donated a new projection screen for the library's Community Room. The screen has been installed.

**C. Acceptance of Minutes**

A motion to accept the minutes of November 13, 2007 with amendments was made by Deb Randzio. Nancy Stenberg seconded the motion and the minutes were accepted.

**D. Director's Report**

- Nov 2007 statistics (Report on file).

Month	Circulation		Reference Questions		New Patrons		Computer Use	
	2006	2007	2006	2007	2006	2007	2006	2007
Nov	5356/233 per day	5539/241 per day	246	262	43	45	280	337

Month	Dues, Damaged materials & grant money	
	2006	2007
Nov	733.74	*703.79

\* Includes \$74.99 from Donna Buldrini in memory of Emiline Cote and Ernest P. Hodor

**E. Old Business**

- Job Descriptions – the job descriptions have been reviewed and just need to be typed up.
- The Dave's Soda and Pet City cards are available in the library.

**F. New Business**

- Dress Down day will continue for the Library Staff during 2008. The money collected is given to the Southwick Food Pantry annually.
- The 2009 budget considerations/increases should be offset by the cuts in other line items.

**Adjournment:**

Meeting was adjourned at 8:07 PM. The next Board meeting will be at 7:00 PM on Tuesday, January 8, 2008 in the Library's Community Room.

Minutes respectfully submitted by: Nancy Zdun