

Board of Trustees of the Southborough Library

Minutes of Special Board Meeting

August 28, 2013

Chair Jane Smith called the meeting to order at 6:14 PM.

Attendance: Trustees present: Judy Budz, Margarite Landry, Vice Chair Richard Wallace, Chair Jane Smith, and Secretary Nicole De Bonet. Also present, Director Jane Cain and Advisory Board Member Sam Stivers. Absent: Nancy Mayo.

The MBLC Letter of Intent was reviewed along with the data needed for the submission. Jane Smith, Nicole De Bonet and Jane Cain will be attending the mandatory planning & design grant workshop that MBLC representatives will be hosting at the Maynard Public Library on September 24, 10:00-3:30.

It was discussed that the trustees should begin to visit newly built or renovated libraries to learn what worked and what they would do differently if they had the chance. The chair encouraged everyone to take photos when they visit a library.

Sam Stivers suggested that the Friends of the Library look into Amazon Affiliate program, potentially a good source of additional income.

Trustees voted unanimously to give the director a 2% raise.

Action Items:

- **Jane Cain and Jane Smith to do final edit to Letter of Intent**

Attached Documents:

- **None**

Meeting was adjourned at 7:20 PM.

Respectfully submitted,

Nicole De Bonet, Secretary
Library Board of Trustees

