

**PLAISTOW PUBLIC LIBRARY
SPECIAL MEETING OF THE BOARD OF TRUSTEES
November 7 2014**

The Plaistow Public Library Board of Trustees held a regular meeting at the Public Library on Friday, November 7, 2014.

Present: Catherine Willis, Chair
Jennifer Kiarsis, Secretary
Jane Query
Luann Blair

Not Present: James Peck, Treasurer
Michelle Sykes, Alternate/Friends of the Library

Others Present: Cab Vinton, Library Director

Call to Order

Catherine Willis called the Special Meeting of the Board to order at 10:32 a.m. in order to discuss the recommendations of the Director regarding two candidates for the Circulation Department.

New Business

Cab Vinton, Director, asked to discuss with the Board present issues that have arisen at the Library.

There has been an increase in the number of individuals/groups using the Study Rooms for extended periods of time. This has presented a problem of availability. The blocks being asked for by some have been for the entire day (i.e., 9:00 am to 3:00 or 4:00 pm). Cab suggested to change the policy for Study Rooms to be more in line with the computer use policy, which is thought to be two hour block that could be extended if there is availability. This would prevent a person, or group, from dominating the Study Room for all day.

The Board agreed that this would be a positive change and would be fair to all patrons.

The Director also reported that there has been an uptick in the theft of CD's at the Library. At the moment eleven CD's have been stolen and the cases were found in secluded areas of the Library. One suggestion was to have the patrons come to the Circulation Desk with an empty CD case to present to the Librarian; in turn the Librarian would get the actual CD from a locked cabinet. Luann, as a previous member of the Library staff, said this was not a good solution and took too much time for staff to get the CD's for patrons.

Cab will inquire about how other Libraries handle CD collections, and will again look into security cameras as a deterrent. If individuals are caught, others might think twice.

Motion to enter Nonpublic Session was made by Cathy Willis; seconded by Jennifer Kiarsis.

Public session reconvened at 12:20 p.m.

The Director announced that there will be a Medicare Seminar at the Library on Friday, December 2, 2014, and that there will be programming for Seniors monthly, scheduled for the first Friday of each month.

There was discussion of a Meeting Room keypad, to allow groups entry into the Meeting Room only at times when the Library is closed. The keypad would have a revolving programmable combination, which would be changed after each group meets.

It was suggested that this be put on the agenda for the next regular meeting of the Board of Trustees.

Adjournment

Motion to adjourn made at 12:30 p.m. by Jennifer Kiarsis.

Next regularly scheduled meeting will be held on Tuesday, November 18, 2014.

Respectfully Submitted

Jennifer Kiarsis
Secretary