

TML Committee Meeting Minutes

Thursday, November 18, 2021

6:30 p.m.

APPROVED

Present: : Jason O'Brien, Timothy Blackstone, Becky Fernald, Sara Hirshon, Kathleen Kent

Rachel Davis (Director, Thomas Memorial Library, Committee Secretary)

Absent: Megan Cotter, John DiPalazzo

1. Welcome and Call the Meeting to Order: Jason called to order at 6:32 p.m.
2. Acceptance of minutes from the October 21 meeting: Tim made a motion to accept the minutes as written; seconded by Sara; unanimously approved.
3. Citizen's Opportunity for Discussion of Items Not on the Agenda: none
4. Library Director's Report: as submitted
5. Policy Discussion:
 - a. Collection Development The Committee discussed the recommended change to language in the revised Collection Development Policy. Language was altered for clarity in a few sections (see attachment.) A question was raised about the committee that would be formed to review Requests for Reconsideration and whether the meetings of that committee would be held in public view. Rachel said she would ask for clarification from the Town Manager.
 - i. Sara made a motion to recommend the Town Council approve the policy as revised; seconded by Becky; unanimously approved
 - b. Petition and Passive Engagement Policy. The Committee reviewed the policy drafted in 2019, and added one sentence to the opening paragraph (see attachment.)
 - i. Becky made a motion to recommend the Town Council approve the policy as revised; seconded by Tim; unanimously approved.
 - c. Programming Policy. The Committee reviewed the new policy, and recommended a few minor changes (see attachment.)
 1. Sara made a motion to recommend the Town Council approve the policy as revised; seconded by Kathleen; unanimously approved.
6. Strategic Planning Facilitator: Rachel mentioned the availability of Craig Freshley for the spring as a possible facilitator, and explained the need for an RFQ and RFP. The Committee recommended she put out an RFQ to Craig Freshley and others that seemed like good possibilities on the referral list he provided.
7. Other Business: none
8. Citizen's Opportunity for Discussion of Items Not on the Agenda: none

9. Next meeting: Thursday, December 16 at 6:30 p.m. via Zoom
10. Adjourn: Sara made a motion to adjourn the meeting; seconded by Kathleen; unanimously approved. Meeting adjourned at 8:35 p.m.

Minutes respectfully submitted by Rachel Davis, 12/2/21