

Library Trustee Minutes

November 28, 2018

Call to Order: 7:05 PM

Present: Angela Jack, John Mickola, Roberta Flashman, Matt Leonard, Pamela Welty, Mark Lapham, Claire Lavin, Mary Murtland, director.

Secretary's report: approved.

Treasurer's report: Mark and Roberta found that there are extra funds for scholarships. It's a bit of a mystery where the extra funds came from. Mark thinks every bit of interest was not expended each year and those small amounts have accumulated and compounded. Mark suggested that we give \$300 scholarships this year, but also suggested that we wait until next month's meeting when Dwight is here to get his input. Everyone agreed.

MOTION: to hold a preliminary meeting to start the budget process. Tuesday, December 4 at 1PM. Angie will post the meeting. No decisions will be made, just discussion. Motion approved. Report approved.

Building Committee: The Ashby Oil plaque is installed. It is a slightly different color, but barely noticeable. Nancy Catalini approves.

Gutters cleaned and inspected by Chris Reynolds. Lots of holes in gutters. Mark is going into attic next time it rains to try to determine where leaks are. Mary suggested a contractor she knows should accompany Mark.

We discussed the neighbor's use of library land.

MOTION: To send a letter to town administrator and the selectmen to ask for clarification of the legal status of the land and to have the neighbor stop using it. Approved. Pam and Roberta will work on letter.

We need to get water tested. Claire will call fire chief to request it.

Bills Payable: We got a bill for the well work and it's been paid. approved.

Director's report: Computers are in and paid for. Two are running. Not connected to CWMARS yet. Projector, case and stand was purchased from the funds donated in Jack Pankowski's name. It isn't set-up yet. 5 year plan meeting tomorrow night. May be done by February rather than January. Joanne has

resigned because she moved. Others are filling in and if that doesn't work, Mary will post the job in January. Approved.

Friends update: They are reassessing which museum passes to purchase. Some were not used at all. Approved.

Late fees: Approximately \$100 a month is collected in late fees. We will think about this issue and discuss it at next meeting.

Next meeting Dec. 20, 2018

Adjourned: 8:30 PM

Respectfully submitted:

Claire Lavin, Secretary