

Belmont Public Library Trustee Meeting Minutes

Date: Monday, April 9, 2018

Called to order at 4:34

Present: Mary Charnley, Gail Thomas, Eileen Gilbert (director), and Diana Johnson

March minutes and Librarian's report were reviewed and accepted.

New Business

Summer reading program is nearly all set.

Voting outcomes- all funding requests were passed.

Audit will take place the week of April 23rd.

Library Anniversary Celebration update: next event will be Old House History next week. The Jazz First Concert has been booked for July 25th. Town will fund part of this. The rotary may serve hotdogs.

Broken blind- this should be replaced with renovations.

Asbestos- As noted in the librarian's report, the Home Beautiful representative that came to measure for carpeting replacement for the main floor believes there may be asbestos in the floor tiles under the current carpet. RPF Environmental Service sent over a quote for asbestos testing at Eileen's request. The trustees felt that testing should be held off until plans can be made for removal if found during any renovation work to be done as a result of the LCHiP grant. Eileen will ask the building inspector what the timeline is for removal of asbestos once it's been discovered. It may be that testing can go forward if removal does not need to be immediate.

Fines- As noted in the librarian's report, a certified letter has been sent to a patron with over \$300 worth of overdue materials. The trustees asked that certified letters be sent for large overdue fines at three months instead of waiting until six months have passed.

Old Business

New router will be installed by month's end.

Sargent Fund award has not been received yet. Eileen will ask as it typically is received by the end of March.

LCHIP- The architects will send a preliminary report by the end of April. Eileen will ask Norman to attend May's meeting to go over the report.

Adjourned at 5:25

Next meeting: Monday, May 7th at 4:30.

Non-public meeting followed to discuss personnel evaluation.

Respectfully submitted by Diana Johnson