

## **Belmont Public Library Trustee Meeting Minutes**

Date: Monday, August 13, 2018

Called to Order: 1:35 pm

Present: Mary Charnley, Gail Thomas, Eileen Gilbert , Director. Trustee Diana Johnson absent.

Review of July minutes and Librarian's reports. Motion to accept minutes and reports made and seconded. Passed unanimously.

### **Old Business**

Belmont Old Home Day: Due to rain storms, numbers attending activities were low. Estimated 35 people visited the library. Friends of the Library were disappointed in the lack of sales of their fund-raising project.

Summer Reading Program: The three programs went well as did Magic by George. Nice turnout for the Dance/Pizza Party on August 4. The Jazz Concert was rescheduled to Friday, August 17.

Architect's Report: Steve Paquin, Town Building Code Officer, presented his review of the report and suggested the following:

1. Replace current heating system with a propane gas heater and a mini-split system. Estimated cost \$20,000.
2. Replace current door to utility room with a fire-rated door. A solid wood door would hold fire/smoke for one hour allowing for evacuation of library.
3. Enlarge bathroom to include a baby changing table. Could use part of current furnace room as new system would be significantly smaller.
4. Install translucent window wells.
5. Replace window panes and treatments.
6. Cautioned trustees on replacement of lights over stacks and librarian area to follow historical regulations.
7. Stated ungrounded outlets in library currently not a problem.
8. Discussed updating of fire alarms and detectors.
9. Discussed cost effectiveness of perimeter drain in light of potential extension.

Craft Kits: Going well. Learning experience on replacing supplies. Have boxes to do more kits.

Repointing: Going well.

Router: All set!!

Surveillance Cameras: Jeanne will follow through.

**New Business**

Until January 2019, the Library Trustees' meeting will be held on the second Thursday of each month.

Proposed 2019 budget needs to be review for adoption for October submission.

Requests for capital reserve funds, to be voted at March 2019 town elections, will be considered on Monday, August 27, at the Corner Meeting House.

Meeting adjourned at 3:10 pm.

Next meeting: Thursday, September 13 at 3:30 pm.

Respectfully submitted

Gail Thomas