

Minutes: Library Board of Trustees Meeting

Date: June 13, 2016

Called to order at 4:33 pm

Present: Mary Charnley, Sharon Dunham, Diana Johnson, and Eileen Gilbert
(Librarian)

May minutes were accepted. The librarian's report was also discussed and accepted. Story time reading to preschool at BES on Tuesdays in May went well. The CLIF grant meeting at the elementary school also went well; the grant will fund a storyteller with a book give-away at BES July 19th. This will also be part of the library's summer reading program. The Heritage Preservation Fair was well received and attended.

Old Business

1. Alarm system quotes: Eileen shared estimates from Northeast Security, Capitol Alarm and Protechnologies to repair our fire alarms, and update and monitor our security system. Currently Northeast Security has been monitoring our systems; their quote for the work was \$583 to upgrade and \$500/year to monitor. Capitol Alarm is the company used by the Shaker Regional school district; their quote for repairs was \$495 and \$312/year to monitor. Protechnologies estimated upgrades could be done for \$500 and monitoring for \$239/year. If we wanted further upgrades to get the system completely current, the work would be \$3268. The trustees decided to replace Northeast Security as they have been difficult to contact when problems arise and their response time to issues has not been adequate. They decided to go with Capitol Alarm. Eileen will contact the office to see if the quote would remain in effect until the end of our contract with Northeast Security in December. She will also ask about the false alarm charge mentioned in the estimate.
2. The Summer Reading program is off to a good start.

3. The trustees discussed extending Wednesday hours to 5pm. A number of other options were discussed as well as far as hours of operation: winter and summer hours, opening 5 days/week instead of 6 but for with longer, consistent hours. Eileen will discuss with employees. Decision is tabled until next month.

New Business

1. Exterior work on the library was completed by BPS last week. Barry noted that he'll wait for the first heavy rain to make sure that the drain is working properly, then he'll send the bill. The Board of Selectmen approved the use of Capital Reserve funds to pay for this project.
2. The L-Chip grant application is due Friday. Paperwork was signed so the packet could be sent in.
3. Eileen would like to hire another staff member. As Katherine has been hired as director of the library in _____, she'll be working 20 hrs/week there; there is room for a 10 hr/week position at \$9/hour. Trustees approved this and she will start the hiring process now.

Next Trustee meeting is set for Monday, July 11th at 1pm.

Adjourned at 5:01.

Respectfully Submitted,
Diana Johnson
Trustee