

Tuesday, March 8, 2016
6pm-Belmont Public Library

Attending-Eileen Gilbert, Director/trustees-Sharon Dunham, Mary Charnley and Diana Johnson
Meeting was called to order at 6 pm. Eileen submitted her librarian report. Minutes and reports were accepted.

Old Business- BPS is ahead of the major work plan. They believe they will be finished up by 3/11. Code Enforcement Officer from town has been visiting the work site every day. Eileen will take care of town workers to move everything back to the library once it is ready. Alan will paint, this was approved by town.
???Found evidence of water coming in???

New circulation system Atrium-
Friday 3/25-library will be closed for training 3/26-Live with Atrium

Update on alarm system-Inspection was done-
4 fire alarms, needs to be replaced by Northeast Security. Order them, Eileen will follow up. Not sure why motion sensors going off. Magnetic door sensory for front door question regarding about sensory replacement. Eileen will ask about motion sensors downstairs.

New BUSINESS_____

Employing Independent Contactors-1099
1099 for January-give to town to generate. We need to make sure for any new independent contractors we do a 1099 in January.

Congratulations to Diana Johnson for being elected another 3 years as a trustee for the library.

Requesting funds from trust- We are requesting paint and carpet from the Duffy Fund. Carpet has already been ordered from Home Beautiful. The price is \$3,770.50 for full carpet.

Bookshelves are putty color, they are \$10,000. 5 large and 4 singles have been order with NO end caps. Mary Charnley will find out if Tim Hayes built the end caps for the shelves in the adult part of the library. ****Mary found out that Tim Hayes did not build the end caps.

Veronica a Belmont High student is volunteering 2 hours a week to put information from vital records and put them into a database.

Mary Charnley will get an estimate from Joe Rhodes regarding finishing of the brick work as time gets closer to being able to work outside.

LCHIP is a 6 month process.

Eileen mentioned how she needs to check with Jeanne regarding insurance update and policy. They may not have down the replacement of collection on the insurance policy. Eileen will follow up with this for next meeting.

Eileen has not heard back from the State Library regarding the RSA and whether we are able to use fine monies for the new circulation system or if they need to be used for circulation only. Eileen will follow and have an answer for us at the next month (April) trustee meeting. We need to make sure if there is an RSA for this since we need to start keeping the fine monies separated.

Staff raises were signed for town hall as well as the next reimbursement request.

Strategic plan was discussed for the future. We should make sure it aligns with the towns. Eileen will review the strategic plan she believes the latest was 2002. Eileen will also check also about being aligned with the Shaker Regional School District curriculum.

Trustees went into a non-public meeting to review Eileen's evaluation.

The next month's meeting will be held on April 11 at Belmont Public Library, time has not be determined as of yet.