G.A.R. Memorial Library Trustees Meeting Minutes

December 10, 2019, 7 pm, G.A.R. Library

Present: Marcia Sellos-Moura, Pam Atwood, Amy Custance, Corinn Flaherty, Sandra Capo, Holly Cole, Fred Chanania, Sherri Temple Pruyn

Absent: Wendy Reed, Tom Salvo

Recording Secretary: Pam Atwood

|  |  |
| --- | --- |
| Agenda Item | Outcome |
| Alexandra Guralnick, former Trustee | The Trustees invited Alex to clarify the purpose of the Trustee’s fund. Alex stated there isn’t a specific purpose noted, donations were made to be used however the Trustees felt needed. Alex also noted there are architectural plans for the library upstairs, Kate probably knows where they are. Corinn and Kate will find those as it may be helpful to have them for future plans. Alex said in the past, a large criticism of the library was there isn’t a public meeting room. |
| Approval of Minutes | Marcia made a motion to approve the November minutes, Fred seconded. All approved. |
| Director’s Update | 1. All warrants were approved. 2. The town closes at 12 noon on December 24, the library will also close at noon. Fred made a motion to approve the closing, Marcia seconded, all approved. Additionally, Corinn stated the town has not made a decision about closing on New Year’s Eve. Fred made a motion to have the library close at the same time as town offices on New Year’s Eve. Marcia seconded, all approved.   Corinn noted the staff will participate in E-resource training on January 24. Marcia made a motion to open the library later on that day, Fred seconded, all approved.  Corinn stated the bean bags in the children’s room were thrown away. They seemed to absorb moisture and gave an odor that could not be cleaned out. New Yogibo beanbags with better covers that are easier to clean. The dehumidifiers are working well in the building.  There will be an article for the spring town meeting. The DPW budget will ask for $12000 for more thorough cleaning for the library. Corinn will manage the day to day cleaning. The carpets are about 10 years old. Corinn will find out where money for new carpets would come from.  Corinn reported a frame for the original town photo will cost $308. Purchasing the bicentennial town photo and framing it will cost $300. Marcia made a motion to frame and purchase both photos for a cost up to $700 to be taken from the gift fund. Fred seconded, all approved. |
| Finalize Annual Report | Fred and Sandra made minor changes. Marcia made a motion to approve the annual report with the changes. Fred seconded, all approved. |
| Approve FY20 Director’s Goals | Fred made a motion to accept the goals as submitted. Sandra seconded and all approved. |
| Budget discussion | Corinn proposed increasing the teen librarian hours from 28 to 35 and increasing Tracy’s hours by 5 a week. This will be put in for next year’s budget. |
| Review Action Items | Corinn will ask Kate about architectural plans that are upstairs in the library.  Corinn will ask Angus to post and email holiday hours for the library when he does so for the town offices.  Corinn will talk to Wayne about getting the carpets replaced and which budget that would come from.  Corinn will purchase and frame the town photos to be placed in the library.  Marcia will research size and placement for hanging an “Open” flag outside the library.  Corinn will ask DPW to take down the CPA sign as it has been up for a while.  Corinn will bring the budget to the next meeting. |
| Adjourn | 8:30 pm |