

G.A.R. Memorial Library Trustees Meeting Minutes  
 October 9, 2019, 7 pm, G.A.R. Library

Present: Marcia Sellos-Moura, Pam Atwood, Amy Custance, Wendy Reed, Tom Salvo  
 Absent: Corinn Flaherty, Sandra Capo, Holly Cole, Fred Chanania, Sherri Temple Pruy  
 Recording Secretary: Pam Atwood

Agenda Item	Outcome
Approve June and September minutes	Marcia made a motion to approve June 11 and 26 notes as well as September notes. Amy seconded; minutes were unanimously approved.
Director's Update	All warrants were approved. Circulation in September was consistent with last September. Overdrive numbers are rising. Marcia will ask Corinn if her numbers on the financial reports were from bank statements or the town treasurer.
Update on facility/HVAC	Corinn reported to Marcia the HVAC system is better and air handlers have helped. Marcia and Corinn are researching regular and more thorough cleanings for the library and speaking with Angus and Wayne about options. Corinn has been getting quotes and researching what other libraries do/who they use. The Trustees feel strongly the library needs regular cleaning as it is a high traffic building.
Review and approve FY20 Director's Goals	The Trustees discussed holding off on approving Corinn's goals until the next meeting when Corinn and the rest of the Trustees are in attendance. Tom made a motion to postpone approval, Marcia seconded; unanimously approved.
Review and approve FY21 Action Plan for MBLC	The Trustees discussed Goal 2, specifically moving the Children's Librarian's office upstairs to create a study space. The Trustees noted the value of having the Children's Librarian in the Children's section of the library. Ideas of possible other study space areas could be in the back of the adult fiction section. The Trustees agreed other areas on the first floor should be looked at for study areas for patrons. Marcia made a motion to accept the Action Plan with the changes to Goal 2. Marcia will discuss the changes with Corinn. Amy seconded the motion; unanimously approved.
November 2019 meeting	The Trustees discussed that it is a high priority to have Terry Beaton attend our November meeting and provide an update on the Trust Fund. Sandra will ask Terry Beaton when in November he is available. Marcia will schedule the November meeting to maximize Trustees' attendance when Terry Beaton is available.
Action Items	Marcia will ask Corinn if the numbers on the financial report came from bank statements or the town treasurer. Sandra will ask Terry Beaton about attending an upcoming Trustee's meeting. Marcia will clarify with Corinn, on her Goals, what is the difference between "onward" vs. "ongoing". Marcia will ask Corinn to report at the next meeting what feedback she has received on how often/thoroughly other libraries in the area are cleaned.
	Adjourn at 8:15