

G.A.R. Memorial Library Trustees Meeting Minutes
 September 12, 2019, 7 pm, G.A.R. Library

Present: Corinn Flaherty, Marcia Sellos-Moura, Pam Atwood, Fred Chanania, Amy Custance, Wendy Reed, Sherry Temple Pruyn, Tom Salvo

Absent: Sandra Capo, Holly Cole

Recording Secretary: Pam Atwood

Agenda Item	Outcome
Approve July minutes	Fred made a motion to approve the minutes with changes Marcia made, Marcia seconded. Minutes were unanimously approved. Marcia made a motion to release all funds back to CPC that they had approved for a ramp. Fred seconded; motion was unanimously approved.
Director's Update	As part of the strategic plan, Corinn would like to update the website and logo. The air quality in the building is much better with the addition of 2 air purifiers. Additionally, the carpets have been cleaned and Wayne is continuing to help regulate the humidity and air quality. Corinn is looking into possible bi-weekly cleanings. The Trustees also discussed replacing the carpet in the future. Corinn reported print circulation is down in general for all libraries however, e-circulation is rising. Corinn is also looking at database usage as some are quite expensive and get very little use.
Update on facility/HVAC	Corinn reported mold testing and removal has been done, 2 air purifiers have been installed, ducts have been cleaned, dehumidifiers have also been installed. Decluttering in many areas upstairs and downstairs has been done. The moisture and air quality have been tested. Corinn reported the air quality overall has improved quite a bit.
Discuss and approve FY20 Goals	Corinn discussed her goals for the year but will email them to all Trustees for review. Goals include promoting digital resources, increase adult programming, digitize archival materials, create study room areas, create work areas upstairs for all staff members. The Trustees will vote on them at the next meeting.
Review FY20 Action Plan for MBLC	Corinn will email the Trustees an Action Plan. The Trustees will vote on it at the October meeting so it can be submitted by December 1.
October 2019 meeting date	The next Trustee's meeting will be October 9.
Action Items	Marcia will talk to Angus about recurrent cleaning of the building. Corinn will continue to research cleaning companies for the rugs and building overall. All Trustees need to review Corinn's goals and the Action Plan before the October meeting.