

Ventress Memorial Library

Board Meeting

March 15, 2017

Those present: Cyndee Marcoux, Greg Guimond, Jean Christensen, Alexander Duncan, Suzanne White James O’Gara and Michelle Noonan.

Mr. Duncan called the meeting to order at 4:00PM.

1. Mr. Guimond made a motion to approve the January 18, 2017 minutes. Mrs. White seconded and all approved.

2. **Director’s Report:**
 - A. Ms. Marcoux stated that the circulation was still down for the month of January and February.
 - B. Ms Marcoux provided an FY17 Budget update for the projected salaries, stating that they will likely go over \$3-5K.
 - C. Ms. Marcoux received revised FY18 budget. It was cut \$25,700 from what was asked for. The library will not meet state aide because it is short \$4,847. It was suggested that payroll be approved and be taken from materials. Staffing is at a desired level and would like to be able to keep it that way.
 - D. At the Capital Budget meeting that was held Monday, March 6th, questions were asked to Ms. Marcoux as to why a new roof was needed. It was explained that the roof’s warranty was null and void when it was repaired by a different contractor.
 - E. Ms. Marcoux was asked to work with WB Mason in selecting furniture for the Library Plaza Project. There is a budget of \$50,000 that is to be shared among 3 entities.Mr. Guimond made a motion to approve the Director’s Report. Mr. Duncan seconded and all in favor.

3. **Announcements and Correspondence**

No announcements or Correspondence was discussed

4. **Building Updates**

- A. Still no updates on the roof repair, but again were brought up at the Capital Budget meeting.
- B. Still no update on Lead Paint removal.
- C. Book Drop will be placed on Hold until a decision is made as to where it should be placed. Mr. Guimond suggested to keep the Book Drop, if it starts to leak, then it can be replaced.

5. **FY17 Budget**

- A. Trustees were provided with FY 17 Projected Salaries.

6. **FY 18 Budget**

No updates

Set date for the next meeting (April 26, 2017)

Mr. Duncan made a motion to adjourn at 5:00pm, Mr. Guimond seconded, and all were in favor.

Respectfully Submitted,
Lisa McQueeney