

# Ventress Memorial Library

## Board Meeting

April 15, 2015

Those present: Jean Christensen, Suzanne White, Wally Coyle, Jim O’Gara, and Cyndee Marcoux. Absent: Michele Noonan, Greg Guimond.

1. Mr. Coyle made a motion for the meeting to be called to order at 4:15PM. Mr. O’Gara seconded and all approved.
2. Ms. Christensen made a motion to approve the March 16, 2015 minutes. Mr. O’Gara seconded and all approves. Ms. Christensen made a motion to approve the March 18, 2015 minutes. Mr. O’Gara seconded and all approves. Mr. O’Gara made a motion to approve the March 25, 2015 minutes. Ms. White seconded and all approves.
3. Director’s Report: Ms. Marcoux said the DPW has not picked up the surplus yet, she will talk to Shawn Patterson Saturday to check status. She will also send a letter to the Selectmen with a list of all surplus items. WB Mason will deliver Ms. Marcoux’s desk on Friday and take the old desk for \$35. State Aid letter was reviewed. Mr. Coyle will help to put together CD display if needed.
4. Announcements and Correspondence: Application for new Trustee was received. Ms. Noonan will be sent this information and asked to follow up. Ms. Marcoux will be talking to Brian Adams about using State aid to fund a part time maintenance man for the library. Trustees agreed this is a good idea. Mr. Coyle asked that it be put in writing that this person would work only for the library and Ms. Marcoux said hire would sign acknowledging that this position is be paid with grant money and is a termination at will position. Brian Adams said carpets will not be addressed until after addition is complete. Ms. Marcoux had asked Brian Adams to have someone unassemble and remove reference desk. Mr. Coyle has asked that the director request that Mr. Adams attend the next trustee meeting to address these and any other issues. Mr. Coyle suggested that the Trustees consider nominating a liaison to Brian Adams. To date there have been no meetings held on the addition project. Ms. Marcoux will let Beverly in the Selectmen’s office know that the Trustees do not need a meeting room before Town Meeting. Ed Perry of ATD spoke to Mr. Coyle and said if there is anything they can do for the library to let them know. The Friend’s book sale was discussed. Ms. Christensen said that they broke \$1,000 at the weekend sale and the Friends make about \$10,000 annually at the ongoing sale and book auction. Mr. Coyle would like the back room evaluated for book sales. In the fall, Ms. White will ask PTO to nominate a liaison to the Friends.
5. Special Town Meeting will be held at 7:00 on April 27, 2015 to be followed by Annual Town Meeting at 7:30.
6. FY15 budget: No changes.
7. FY16 budget: No changes.
8. The next meeting will be a reorganization meeting on May 20, 2015 at 4:00.
9. Mr. O’Gara made a motion to adjourn at 5:07. Ms. White seconded and all approved.

Respectfully submitted,

*Lisa Hart*

### **Action List**

- Talk to Shawn Patterson on Saturday about Surplus
- Send letter to Selectmen with surplus list
- Send new Trustee information to Michelle Noonan
- Talk to Brian Adams about Maintenance position
- Ask Mr. Adams to attend next Trustee's meeting
- Let Beverly in the Selectmen's office know that the Trustees do not need a meeting room before Town Meeting.