

Ventress Memorial Library

Board Meeting

April 26, 2017

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

Mr. Coyle called the meeting to order at 4:06PM.

1. Mr. Coyle made a motion to approve the March 17, 2017 minutes. Mr. Guimond approved and Mrs. White seconded and all approved.

2. **Director’s Report:**
 - A. Ms. Marcoux passed around pictures of the progression of the Library extension. Expected completion is mid-June. Ms. Marcoux went over the Grand opening itinerary. Trustee agreed that Saturday June 24th from 4-6 would be a good day and time. Inviting former trustees, Steve Carell & Steven Tyler. Money to be taken out of State Aide for children’s performers.
 - B. Ms. Marcoux informed Trustees of ongoing Personnel issues. Human Resource Director, Caroline LaCroix will be establishing a Performance Plan to hopefully resolve current issues.
 - C. Trustees suggested that Caroline LaCroix Human Resource director to be present at the Staff Development day to go over Responsibilities and guidelines. Ms. Marcoux stated that Mrs. LaCroix will be at the next staff meeting as well, which is mandatory; trustees suggested that staff to be written up if they do not attend. Also at this staff meeting, Karen Jenks will be acknowledged for her attendance with a gift card. Trustee will be present and Ms. White will bring donuts and muffins.
 - D. Painting that was purchased from artist Robert Harvey was dropped off and will be hung in the new titles area.
 - E. Ms. Marcoux stated that the Friends Spring book sale will be held May 18th-20th.
 - F. Trustees approved the Conference for Ms. Marcoux to attend in May.Mr. Guimond made a motion to approve the Director’s Report. Mr. Duncan seconded and all in favor.

3. **Announcements and Correspondence**

Ms. Marcoux told the trustees of the anonymous donor and her gratitude to the Library. She is continuing to make monthly donations when she can.

4. **Building Updates**

- A. Still no updates on the roof repair. Roof is still leaking; Mr. Guimond would like pictures of new leaks to keep on record.
- B. Still no update on Lead Paint removal. Waiting until new project is completed. Ms. Marcoux feels that the Bids should be established soon, so it can be done in a timely fashion, money is there.
- C. Trustees feel the Book Drop should be moved to the Bicycle area and shift the bicycle racks to the other side.

5. **FY17 Budget**

- A. No Questions

6. **FY 18 Budget**

We are now certified. Ms. Marcoux stated that she is still not sure what account the \$500 bonus is coming from as it is not included in the budget.

Set date for the next meeting May 17, 2017

Mr. Coyle made a motion to adjourn at 5:25pm, Mr. Guimond, Mrs. White and Mr. Duncan seconded and all were in favor.

Respectfully Submitted,
Lisa McQueeney