

Final Minutes LIBRARY TRUSTEE MEETING
November 19th, 2015

Attendees: Beverly Mutrie, Laura Pouliot , Linda Coe, John Ashak, Amy Magnarelli, and Beth Forgione were present. Judy Haskell was also present.

Amy called the meeting to order at 5:00 pm

MINUTES OF LAST MEETING: Beth corrected the book sale donation amount. Amy made a motion to approve the minutes of the last meeting with the corrected book sale amount, John seconded the motion, all in favor.

Acceptance of donations and unanticipated funds for November, 2015

Miscellaneous income	\$5.00
Conscience box money	\$10.00
Copier money	\$25.00
Donations	\$250.00
Reimbursed materials fund	\$13.00
Total unanticipated income	\$303.00

Beverly motions to accept \$303 in unanticipated income, John seconds, all in favor

TREASURER'S REPORT: Beth and Judy have reviewed funds remaining in the budget for this year. We should have enough to cover the front door repair, and allow us to update four of our oldest computers before the end of the year. John also suggested we update our 13 year old router so that patrons get faster wi-fi service. John estimated the cost for computer upgrades and the new router to be around \$2,000. We also need to pay Steve Burns to write up an RFP for the roofing project. We have budgeted 40 hours of gardener time to mulch, weed, edge and plant garden beds near the building next year. Lori needs final budget numbers for the personnel section of the budget. Beth thinks we can submit a flat budget for next year, even though the new library assistant has not been hired yet. Beth will check with Lori about the cost of health and other benefits for Barbara before submitting final budget numbers.

DIRECTOR'S REPORT: The George Augusta paintings on loan are beautiful! Coyote program had 40 attendees and was enjoyed by all. Santa will be visiting the library on Dec. 5th.

CONTINUING BUSINESS:

Building repairs update – sill to the door on the northwest end of the building is rotted and needs to be fixed, front doors need to be fixed, need an RFP for the roof fix. Next year the windows need to be washed. Judy will get an estimate.

Sign letter of agreement for new Director- We are offering Barbara Tosiano the job of Library Director for \$38,000/year. Benefits are spelled out in personnel policy; she is entitled to paid vacation and holidays. Amy summarized the benefits in her offer letter. Beverly made a motion to hire Barbara for the position of Library Director with benefits as outlined in the offer letter, John seconds, all in favor. Trustees signed two copies of the offer letter, one is for Barbara, the other copy is for the file.

ACTION ITEMS:

NEW BUSINESS ITEMS:

Computer upgrades – see Treasurer’s report section.

NON-PUBLIC SESSION:

PUBLIC COMMENT:

CORRESPONDENCE: Judy thanked the board for nominating her for the Anne Geisel award.

Beth made a motion to adjourn at 6:05. John seconded the motion, all in favor.

NEXT MEETING: December 17th, 2015