

LIBRARY TRUSTEE MEETING Final Minutes

March 23, 2017

Attendees: Beverly Mutrie, Beth Forgione, Amy Magnarelli, Judy Wilson and Linda Coe were present. Richard Mc Dermott and Barbara Tosiano were also in attendance. Alison Crotty and Laura Pouliott were in attendance as alternates.

Amy called meeting to order at 5:30.

MINUTES OF LAST MEETING: Beverly motioned to accept the minutes of the February meeting, Beth seconded the motion, all in favor.

Acceptance of donations and unanticipated funds for February, 2017 = \$30.00 in unanticipated funds. Beth makes a motion to accept \$30 in unanticipated funds for the month of February. Beverly seconded the motion, all in favor.

TREASURER'S REPORT: will be next month

DIRECTOR'S REPORT:

School vacation week was popular with the kids. Carol ran a couple of puppet shows and showed 2 movies.

The building has been keeping Barbara very busy this past month! After UNITIL's planned power outage the end of February, the furnace had shut itself off twice. John Rocheleau of Protech HVAC was called, and replaced a ceramic electrode element in the furnace; that seemed to fix it. Tuesday, March 14, the day of blizzard, the library was closed. Power was out until 1:30 pm on Wednesday, March 15. On Tuesday, March 21, Barbara and Carol were just opening up the library when they heard the sound of running water. Water was pouring in through the ceiling in the children's area! They alerted the fire department, who came over immediately to pull down ceiling tiles, snow and wet insulation. Apparently snow got in through the ridge vent and covered the attic. When the snow started to melt, the melt water came in through the ceiling. Barbara has photos of the firemen pulling down snow and wet insulation from the ceiling in the children's area which will be used for insurance documentation. Captain Anderson of the fire department who also owns AM/PM Janitorial used his shop vac to suck up all the water on the carpet, and placed fans to help dry the carpet. His quick action saved our carpet. John True from the fire department shoveled the snow out from in front of the emergency exits for us. The roofers were called, and they will be sending their insurance agent. The roofing company's insurance adjuster is named Kevin Langlais from the Hanover Insurance group. The insurance company told us to do whatever we need to do to mitigate the damage, and send them the bills.

Ted Czyz was here today (Thursday) to look at the roof and help pull out wet insulation around air ducts where the leak was in the ceiling. In the process, he discovered another leak in the adult fiction section. John Rocheleau will come and check all of the remaining ductwork to see if the insulation is wet. The wet insulation will need to be removed before it starts growing mold. When we get around to re-insulating the attic, we may want to go with more insulation in there to cut down on heating and cooling costs?

During the blizzard/power failure, Amy discovered that her key did not work. Barbara had a new key made for Amy and an extra key made. Beverly accepted the extra key as she lives pretty close to the library and can also come check up on the building in an emergency. There was some discussion over whether it would be possible to connect the library to the generator over at the public safety building so that we wouldn't have to have a trustee come over during a storm to connect a portable generator in the event of a power loss.

CONTINUING BUSINESS:

Investment Policy – Beth has the paper work to open an account at Vanguard. She is thinking of investing in the Wellington Fund where the Trustees of the Trust Funds for the town have also invested town money. This

would be for long-term investment of some of our donation money, not money that we would need anytime soon. Beth is reluctant to put a lot of money into the market at this point because of fears that it is on the way down. Frank dePeters may come to visit with us next month to discuss this with us.

ACTION ITEMS:

Sign Code of Ethics- was signed by trustees and alternates.

Review By-Laws- Were last reviewed in 2014, and no changes were needed. Amy passed them around for all to the trustees to sign.

Make sure newly elected trustees are sworn in- Judy Wilson was sworn in before the meeting.

Elections of officers: After a short discussion, the following slate of officers was proposed :

Beverly as vice-chair.

Amy as chair.

Beth as treasurer.

Linda as secretary.

Beverly made a motion to elect the slate of officers as listed. Amy seconded the motion, all in favor.

NEW BUSINESS ITEMS:

Gardening-Beth said that she discussed having a gardening group to do town gardens with about 6 people at Candidate's night. Beth will talk to some of the individuals who expressed interest again and see if they can get a group together to do some weeding. Beth recommends that we keep Carlos on his current garden schedule, as the volunteer group is not always reliable. We still need to plant some shrubs at either end of the building. Small hydrangeas (Endless Summer?) would fit the space and give a long season of bloom. Beth will look for some in the spring.

Community center discussion- We have been talking about adding a 30x40 foot space to be used as a community center. If construction costs for a house of \$250/square foot are used as a guestimate, this addition might be similar, and would cost around \$300,000 to construct? Should we find out if there is a need and/or desire for more community space? Every time we have an event, the staff has to move furniture out of the way. We have also had to have programs in the fire station because we don't have enough room here. Should we do a survey to see if the community is interested in this? Richard will check with Mark Sikorski to see if there is enough room on our land to add a 30 x 40 addition. We need photo documentation of the crowds when there is no seating available.

2017 Trustee Conference- Library trustee conference has been moved to May 23, a Tuesday. Amy and Linda are interested in attending the conference and will work out what sessions we are going to attend.

Ideas for soliciting feedback on Library hours- conduct another survey? Could we also include a piece on something about adding a community center? Ask for feedback on what other programs people would like? Ask for people who would be interested in helping in the garden? Library users tend to be retirees and young families. Judy will do some research into what other libraries do to reach the non-user audience. We should also get the opinion of the Friends of the Library for anything they want to include in a survey.

Amy made a motion to adjourn at 7:10, Beth seconded all in favor.

NON-PUBLIC SESSION:

PUBLIC COMMENT:

CORRESPONDENCE:

NEXT MEETING:

April 27, 2017 4:30 pm Note earlier time!!!