

## **LIBRARY TRUSTEE MEETING Final Minutes**

**February 27, 2020**

Beth Forgione, Amy Magnarerelli, Judy Wilson, Beverly Mutrie, and Linda Coe were present. Larry Smith our Selectmen's representative was present. Barbara Tosiano, the Library Director, was absent as were the alternates, Laura Pouliot and Marissa Rogers.

Beverly called the meeting to order at 3:30, Amy arrived shortly thereafter.

**MINUTES OF LAST MEETING:** Beverly motioned to accept the minutes as amended. Judy seconded the motion, all in favor

**Acceptance of donations and unanticipated funds for January, 2019** Beverly motioned to accept \$247.20 in unanticipated funds, Judy seconded the motion, all in favor.

**TREASURER'S REPORT:** not until April

**DIRECTOR'S REPORT:** Earth Day fair scheduled for April 22 from 5-7 pm - 9 organizations will attend. There will be someone from Pinard Waste Management here with information about the new recycling rules in town. Candidate's night last night had 71 attendees; our occupancy limit is 72 people. Beth suggested that we have nametags for the guests as well as the candidates. No one has come to look at the roof. Amy looked at the buckets up in the attic this morning, and there was no water in the buckets (which is good given the amount of wind driven rain we had last night). The inner door to the building is broken and no longer locks. We would only need to lock this if an outside group is using the meeting room. At this point, it would cost as much to fix the lock on the door as to replace the entire door. We can discuss this again next month.

### **CONTINUING BUSINESS:**

Warrant Articles- We were not able to change the warrant article to read the way we wanted it to, so we will just have to live with the wording. We do want this to go forward this year if possible.

Records Retention- nothing new.

Parking Lot/Walkway- The intent was for us to fund the walkway entirely. It was a misunderstanding that the town should pay for the engineering studies. The funds will be from the Library, but the walkway will be constructed on town property and will be maintained by the town. If the warrant article passes, the Library Trustees should go before the select board to ask how much input they would like on the construction of the walkway. We should have representation from both the town and the trustees on a committee to manage the construction of the walkway. We may want to amend our MOU with the selectmen to cover how to handle joint projects.

Use of space in teen area/program area- Moriah has been paid. Since Barbara is not here this afternoon, we can wait to discuss this until next month.

### **ACTION ITEMS:**

Approve Behavior Policy- The newest version has an item mentioning that cell phone usage is confined to the vestibule. We also discussed combining the second and third paragraph since it repeats the same thing. Beth motions to accept newest version of the policy as amended by Beverly. Judy seconds the motion, all in favor.

### **NEW BUSINESS ITEMS:**

Long Range Plans/Goals- discuss next month

Contracts for contract employees- There was much discussion over whether having a contract was of benefit to anyone. Amy said the town has a job description for contract employees, but does not have a contract with them. A job description could also serve as a contract. It was agreed that we should just drop the whole idea of having a contract with independent contractors until we have a new hire.

Beverly made a motion to adjourn at 4:35 pm. Judy seconded, all in favor.

**NON-PUBLIC SESSION:**

**PUBLIC COMMENT:**

**CORRESPONDENCE:**

**NEXT MEETING:**                      **March 26, 2020 at 3:30 p.m.**