

MINUTES
LIBRARY BOARD OF TRUSTEES MEETING
December 12, 2018

Attendance: Trustees: Jerry Lawrence, Deborah Lancaster, Scott Ames, Marian Goode, Kristine Roberts, David Church, Library Director, Ellen Snoeyenbos, Assistant Library Director, Jed Phillips.

The meeting was called to order at 5:28 pm by Jerry.

Minutes: Review of November 14, 2018 minutes.

Deborah motions to accept the minutes as written, David seconds the motion and it is approved unanimously.

Monthly Reports: The following reports were reviewed, discussed and accepted; Financial Report, Circulation Report, Children's Librarian Report, Assistant Director's report and Director's Report. A motion was made by David to accept the reports as written and it was seconded by Kristine. A vote was taken and approved unanimously.

Unfinished Business:

- The Finance Department and Selectmen will decide how to handle the shortage of funds from the Union agreement.
- The Library will be making a budget request at the Town meeting, to transfer the remaining roof funds to the technology line to pay for network shift.
- A second budget request to be made at the Town meeting will be a Capital Request for F2020. A Curbside book drop, \$6500 for a book container and a concrete pad to hold it curbside.

New Business:

- The Trustees reviewed the Library Holiday schedule. Deborah motions to accept it as it is written and David seconds. A vote was taken and was unanimously accepted.
- An estimate was obtained from Verkada in the amount of \$4862.31 for security cameras, hardware and installation. Ellen will investigate if this requires a Town warrant.
- At 5:44 Ellen and Jed left the meeting room and Ellen's evaluation was discussed by the Trustees and will be voted on at the next Trustees meeting in Jan. 2019.
- Jed will be applying for a grant in Jan. 2019 "Small Libraries Create Big Spaces".

Next Meeting: January 16, 2019 at 5:30 pm

Adjournment: A motion to adjourn at 6:24 p.m. was made by Jerry, seconded by David and accepted unanimously.

Respectfully submitted by Marian P. Goode, secretary