

**JOSIAH CARPENTER LIBRARY TRUSTEE MEETING
MINUTES
August 18, 2015
DRAFT**

Present: Chair Nancy Fogg, Secretary J.C. Allard, William Tahnk, Treasurer, Library Director Beverly Pietlicki.

Meeting Convened: Chair called the meeting to order at 7:10 p. m.

Acceptance of Minutes: July 21, 2015 minutes reviewed and accepted with correction to a typographical error.

Old Business: Rose window update by the Secretary: Per telephone conversation with Mr. Avery we are still expecting our rose window will receive his “top priority.”

The secretary gave an update on the Friends of the Library. No Friends meeting since last Trustees’ meeting. Friends group seems amenable to paying for a sign for the new book return in the circulation desk.

Scanning of policy manual continues to move forward. Scanning 8-10 pages twice per week. Project approximately three quarters finished.

Discussed the so-called “Odell Report” on town facilities and resolved to voice our serious disagreement with the library portion. The “report” was cursory and inaccurate and most certainly out of date with the present library status. Will resubmit with the Library Board’s own observations and assessments of building maintenance.

Secretary and Treasurer will meet Friday August 21st at 1:00 p. m. to transport new circulation furniture to the library and install it.

Director’s & Treasurer’s Reports: Both reports accepted as presented.

New Business: The Chair will draft and submit a report to the town concerning the structural status of the building. The Board feels that it is imperative that we not let the Odell Report stand as written. We will provide the town’s administration with the most up to date status.

Discussed the Director’s desire to survey patrons concerning library hours of operation and services. The Board feels that the Director should conduct any surveys she feels are warranted. More information is preferable to the decision making process.

Miscellaneous: Discussed 2016 budget guidance from the town and set a plan to finalize the library submission at the September meeting.

Policy Subcommittee Meeting: Nothing to report until scanning of policy manual is complete and the documents updated.

Next Monthly Meeting: September 15, 2015 at 7:00 p.m.

Adjournment: Motion to adjourn made and seconded. (Bill/Jim) Motion carried. Meeting adjourned at 8:50 p.m.

Submitted by J.C. Allard, Secretary