

**JOSIAH CARPENTER LIBRARY TRUSTEE MEETING
MINUTES
November 17, 2015**

Present: Chair Nancy Fogg, Secretary J.C. Allard, William Tahnk, Treasurer, Beverly Pietlicki, Library Director, Mr. Odell from the Master Plan Committee

Meeting Convened: The Chair called the meeting to order at 7:00 p.m. The Board met at 5:45 at the Town Hall to attend the weekly meeting of the Select Board. At 6:00 p. m. our Chair, Nancy Fogg presented the Select Board with a synopsis of our walk around the library building assessment maintenance with Mr. Earl Wingate and Mr. Ted Mitchell of the Economic Development Committee. Nancy also presented the Library Board's concerns for maintenance of the building—particularly continuing water leakage and the need for gutter cleaning and an assessment of the roof's condition.

Acceptance of Minutes: October 20, 2015 minutes reviewed and accepted as presented.

Old Business: Final Rose window update by the Secretary. Work is complete. Window reinstalled. Possible further charges by Mr. Roeper, but so far no invoice received.

The Secretary gave an update on the Friends of the Library. No Friends meeting since last Trustees' meeting. However, plans are progressing and orders being taken for the annual Christmas poinsettia sale.

The Treasurer updated the board on the status of scanning of policy manual. The project continues to move forward and is nearly finished. Completed draft is under review by all.

Discussed meeting with the Select Board. All feel we have made our concerns known and will wait to hear from the Selectmen soon concerning options to resolve the water seepage into the lower lever. Resolved to proceed with hiring a contractor to clean the rain gutters.

Motion made and seconded (Bill/Jim) to hire Joe Darra Enterprises to clean the gutters based on their estimate of \$200 for the job. Motion carried.

The board discussed submission of the 2016 library budget to the town. Anticipate being called before the budget committee, but have not yet been called. The board is satisfied with the budget proposal and pleased with its acceptance by the Select Board on November 3rd. Acknowledge that our original figure of \$81,236 is now reduced to \$78,735.96 based on the town paying the insurance premium with other funds.

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

New Business: Motion made and seconded (Bill/Jim) to include the future purchase of a “Nook” electronic reader as a policy for inclusion in the Policy Manual. Motion carried.

Motion made and seconded (Jim/Bill) to approve the Director’s planned Holiday Schedule for the calendar year 2016. Motion carried.

Motion made and seconded (Bill/Jim) to approve the Director’s draft request for funds from the Sanderson Foundation. Motion carried.

Discussed potential uses of any funds left over at the end of the fiscal year. Numerous considerations possible, but no decision taken. Tabled until the December meeting when we should have a clearer picture as to any “left-over” funds from 2015.

Miscellaneous: Mr. Odell from the Master Plan Committee discussed with the Board our vision for future developments at the library.

Policy Subcommittee Meeting: Nothing to report until scanning of policy manual is complete. Final reviews underway.

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

Adjournment: Motion to adjourn made and seconded. (Bill/Jim) Motion carried. Meeting adjourned at 8:06 p.m.

Submitted: by J.C. Allard, Secretary