

**JOSIAH CARPENTER LIBRARY TRUSTEE MEETING  
MINUTES  
November 16, 2016**

**Present:** William Tahnk, Treasurer, Leslie Vogt, Secretary, Beverly Pietlicki, Library Director.

**Meeting Convened:** Due to the absence of Mr. Allard, Mr. Tahnk called the meeting to order at 7:02 p.m.

**Acceptance of Minutes:** The October 19, 2016 minutes will be reviewed at the December meeting.

**Welcome:**

Mr. Bill Miskoe explained to the Trustees the subdivision process for 37 and 33 Main Street. The project will be reviewed by the planning board on November 17, 2016. If the planning board approves the sub-division, then Mr. Miskoe will begin the process to deed a portion of the land and buildings currently identified as 37 Main Street to the Town of Pittsfield. Mr. Miskoe shared his thoughts for the language of the deed with the Trustees; he is proposing that the Library Trustees have a primary voice in the potential approval/disapproval of potential future non-compliant use variance applications at 37 Main Street.

**Old Business:**

The Friends of the Library conducted a successful raffle on Election Day.

Approval of the Property Disposal Policy was postponed to the December meeting.

Amendment of the Gift Policy was postponed to the December meeting.

Repairs to the foundation the retaining wall for the handicapped walkway have been satisfactorily completed. The cost of the repairs was \$9800.00; \$200.00 below the \$10,000.00 budget.

Ray Webber has reattached the roof shingles that had come loose. After the repairs were completed there has been one soaking rain and there was no leakage inside the library. The current roof was installed in 1995. The underlying boards are original to the building and have become very dry, causing the nails to work loose. When the roof shingles are replaced installation of plywood underlayment is recommended.

On November 15, 2016 Mr. Tahnk presented the Library's proposed 2017 budget to a joint meeting of the Board of Selectmen and Budget Committee. He was able to answer all questions with ease.

**Director's & Treasurer's Reports:**

The Director's Report and Treasurer's Report were reviewed.

The toilet is frequently plugged; a plumber will be coming to the library on November 28, 2016.

Ms. Pietlicki is considering options for an application to the Sanderson Fund. She is considering requesting funding for the Junior Library Guild, supplies for children's programming, staff training on usage of the Atrium software, expansion of Wi-Fi Internet access beyond the Library's operating hours,

and library programs. Mr. Tahnk suggested the possibility of a permanent outdoor informational sign. Mrs. Vogt emphasized the benefit of the requested funding to enhance actual library based services.

Motion to accept as presented made and seconded (Mrs. Vogt, Mr. Tahnk). Motion carried unanimously.

**New Business:**

Mrs. Pietlicki submitted the 2017 calendar of holidays for library closure. The calendar was approved.

**Miscellaneous:**

If the Town of Pittsfield receives a portion of the land and buildings currently identified as 37 Main Street, then the Library Trustees will continue communication with the Board of Selectmen concerning the creation of a revised lot for 41 Main Street.

**Next Monthly Meeting:** December 21, 2016 at 7:00 p.m.

**Adjournment:** Motion to adjourn made and seconded. (Mr. Tahnk, Mrs. Vogt) motion carried. Meeting adjourned at 7:59 p.m.

**Submitted:** Respectfully submitted by Leslie Vogt, Secretary