

Philbrick-James Library
Meeting of the Board of Trustees
Draft Minutes - October 3, 2016

Present: Chris Carr, Linda McNair-Perry, Janice, Mal Cameron, Dee Jones, Janice Clark, and Library Director Evelyn DeCota. **Absent:** Dana van de Bijl and Anne Deely

Meeting called to order at 7:13 pm

Secretary's Report

Minutes from the September meeting were accepted as written

Treasurer's Report

Checking: \$35,747.94 (includes third quarter installment) Savings: \$49,768.91

Librarian's Report

Programs – We voted to participate in the Humanities to Go program in 2017. Genealogy programs will be renewed.

Repairs Lift inspection by All Ways Elevators and Lifts showed needed maintenance and service. Linda will contact the company to negotiate a two-year contract which we'd like to begin this year including current repairs. We allocated \$2000 for the negotiation.

Parking lot paving and striping is completed. Parking concerns of the library were discussed.

Lower level door chime is not working. Evelyn will contact Solid Rock Builders for repair.

Mark Tibbetts was informed about batteries needed for the emergency light in the lift shaft.

Old Business

Vision for PJJ 2017 and beyond – Working Group meeting Wednesday, October 12, 7 pm at the library. Evelyn will post.

Architectural Rendering – Evelyn will follow up on insurance concerns.

New Business

Budget hearing with Board of Selectmen is Monday, October 24. Trustees are requested to attend if possible for support. We brainstormed ways to defend our necessary expenses.

Closed for non-public session at 8:45 pm. Back at 8:58 pm.

Meeting adjourned at 9:02 pm.

Respectfully submitted,

Dee Jones

Next Meeting: November 7

