

MONTHLY TRUSTEE MEETING MINUTES

October 23, 2019

IN ATTENDANCE: Jani Fillion (chair), Mary Swinyer (treasurer), Kim De Lutis (secretary), Judith Dean, Dawn Hatch, Bryan Koplou, Meagan Carr (director)

Excused: Judy JonesGirouard (vice-chair), Kevin Hastings, Sara MacIver

CALL TO ORDER: Fillion (chair), at 7:00 PM

Donations:

\$1,340 Ellen Morrow Memorial Fund Donations

\$241 Boy Scout Troup 209

Action: Board members to bring recommendations for Ellen Morrow memorial.

Board suggested a plaque and that a corner of the Children's Room be dedicated to the Ellen Morrow Puppet Theater, perhaps with a sign. De Lutis suggested scheduling a puppet troupe to do a show as a celebration of Ellen's work.

MSV –To approve minutes from 9.25.19 – Dean/Swinyer (6-0) – MOTION APPROVED

Action: Kim to contact Andrew and Bonnie Periale about a puppet show

Old Business:

Fillion mentioned that Barbara enjoyed receiving the gift certificate and the recognition of her wonderful volunteer work for the library.

Action: Hastings will send out the PDF copy of the draft policy and procedures for the board's review to vote on for next board and he asked that they review with a critical eye. He will send the edits to Director Carr.

Action: Koplou will make the necessary repairs in November. He took a sample hook provided by Carr to facilitate the task. If task is to take place during the day, Fillion offered the services of her husband for safety reasons since process will involve ladders while patrons are in the library.

Director's Report Review: See Attached

Discussion.

MSV –Board directed the director to move forward on ARC's proposal as recommended by the Building Committee – Dean/De Lutis (6-0) – MOTION APPROVED

MSV – In light of how the holidays fall this year, the board proposed to float the November 11 holiday to December 24, and gift the staff an extra paid holiday December 31 as a thank you for their wonderful contributions to the library – Dean/Hatch (6-0) – MOTION APPROVED

MSV – To close the library at 3PM on Thanksgiving Day Eve – De Lutis/Swinyer (6-0) – MOTION APPROVED

New Business: Holiday Schedule Lights/LED conversion Heat Pump Project

MSV – To table discussion and have a formal investigation about updating the lighting –

Koplow/Hatch (6-0) – MOTION APPROVED

Action: Building Committee to consult with Koplow

Action: Meagan to contact Peter Cooper from the Energy Conservation Commission

Swinyer noted typos in the Building Committee minutes. Hatch made the corrections.

Discussion about the dumpster, a wooden structure with metal lids that sits outside in the parking lot. It stores sand and salt, recycling, and trash. Fillion suggested that LHS students build one. Carr suggested contacting the county jail. Hastings has proposed a design; the board will table discussion for a month. Carr suggested Hastings sketch the design so that she can present it to the county jail.

Hatch inquired about the air conditioners. Carr said they will be removed soon, hopefully next week.

Motion to adjourn Koplow/Swinyer (6-0) – MOTION APPROVED at 8:26 pm.

Respectfully submitted,

Kim De Lutis, secretary 10.23.19