

Trustee Meeting Minutes

January 14, 2020

Present: Jenn, Terry, Stephanie, Michele, Paula, Kate and Janice

Absent: Leah, Aimee, Helen

The meeting began at 6:05 pm.

Janice read the minutes from the last meeting. Terry made a motion to accept the minutes and Paula seconded.

Building Update

The heat in the conference room has been fixed. The clock is not fixed but Jenn is waiting to see if the part can be replaced.

Other

The library was certified to participate in the State Aid program. The grant award will come in two payments, the first being \$6,296.85. The second payment will be sent in the last quarter of the Fiscal Year 2020. It will be approximately the same amount.

The Library's portion of the Annual Town Report is due by February 21st. Staff will complete and share with the Trustee Board before submission.

Posting of minutes to be put on the town website. Memo was sent from Chris Martin.

Recap from Department Head Meeting. Chris Martin has suggested we get quotes from both Akuity and Dell for the new computers.

Jenn is participating in webinars for management to refresh. Recent webinar about recruiting younger members to boards. The board was supportive of this idea.

Kate needs to step down from her secretarial role on the board. As a result, the Trustees are looking for a new secretary.

Janice made a motion to vote on the transfer of \$3500.00 from a Trustee CD and roll the rest of the CD over. The amount of \$929.60 will then be paid to the Friends account and the remaining \$2571.40 put into the savings account for a total of \$3139.46. Terry seconded. All in favor.

Warrants were presented in the amounts of \$187.06 and \$1,072.39.

The next meeting is scheduled for February 11th at 6 pm. Paula made a motion to adjourn the meeting. Terry seconded. The meeting was adjourned at 6:35 pm.