

**UNOFFICIAL
AS OF 11/27/01**

**LIBRARY TRUSTEES
MINUTES**

NOVEMBER 20, 2001

PRESENT: Terry Pare (Chair), Ken Rose, Russ Vanderhorst, and Maureen McLean. Also present were Library Director Dianne Hathaway and Assistant Director Amy Lapointe.

Also Present: George Fullerton, Budget Committee Rep.

Chairman Pare called the meeting to order at 7:15 p.m.

APPROVAL OF NOTES OF October 17, 2001:

R. Vanderhorst moved, seconded by M. McLean to approve the minutes as presented. Voted unanimously in the affirmative.

TREASURER'S REPORT:

The Expenditure Report was reviewed. Dianne received monies from the Trustee of the Trust Funds for the computer purchase. Main Line Graphics also returned the \$513, which was a down payment for the library sign. This will be used toward the payment of the new sign. The IBM stocks have been added to the endowment in the amount of \$50,870.70. The total endowment is now \$144,812.82.

The 2002 proposed budget was also reviewed. The Selectmen reduced heating oil by \$200. \$3,000 was reduced from the landscaping line. The \$1,000 deductible has been moved to the insurance line.

DIRECTOR'S REPORT:

Building Issues –

The roof has been repaired one more time. Therrien Roofing did find a hole upon further inspection.

Sign –

The footing for the front lawn sign was poured today. There were multiple problems with the granite. It will be etched when it arrives. It should be installed next week.

Drinking Fountain –

The fountain is not working properly.

Landscaping –

Monies have been encumbered for landscaping.

Budget Hearings –

The dates have not yet been set. The Budget Committee is meeting this evening. Dianne will advise the Board further.

Safety Committee –

Dianne advised that the staff has formed a safety committee. The Police and Fire Chiefs will be invited to meet with them to review safety issues. They have asked about an alarm system for security and panic alarms. Maureen suggested that the library coordinator their efforts with the Joint Loss Safety Committee. The Board asked that an update be provided in January.

Patron Appreciation Day –

Patron Appreciation Day will be organized by the staff and held on December 11. Cider and cookies will be served.

Main Street Program –

Dianne reported that work plans are being established for next year. They are working on a “Live after 5” program, whereby they would encourage the business to remain open late on Thursday evenings in conjunction with planned events.

Home Town Holidays –

This event will be held on December 1 from 2 p.m. to 6 p.m. The library will be doing a craft from 3 p.m. to 5 p.m.

Friends of the Library –

The Friends will be meeting on November 27 at 7 p.m.

GMILCS –

GMILCS is scheduled for a system migration in July 2002. It may be moved up to January 2002.

October Statistics –

The October statistics were reviewed.

Bookends Column –

The newspaper column was included in the Board’s packet.

Main Street Program Newsletter

This information was included in the Board’s packet. The library was mentioned several times.

OLD BUSINESS:

Landscaping Plan

Dianne will send a letter to Mr. Gilmore explaining that the Trustees would like to showcase the building more because it is a beautiful structure.

Personnel Committee

K. Rose reported that the committee would be meeting next week.

PUBLIC COMMENTS

George Fullerton suggested that the water fountain be repaired.

Adjournment -

K. Rose moved, seconded by R. Vanderhorst to adjourn the meeting. So voted.

Meeting adjourned.

Respectfully submitted,

Jo Ann D'Avanza