

**UNOFFICIAL  
AS OF 09/19/02**

**LIBRARY TRUSTEES MINUTES  
September 18, 2002**

**PRESENT:** Terry Pare (Chair), Ken Rose, George Fullerton, Barbara Griffin, Barbara Totherow, Russ Vanderhorst, Steve Brzozowski, Maureen McLean, Dianne Hathaway (Director), Amy Lapointe (Assistant Director).

Also Present: Susan Osburn, Steve Brzozowski,

T. Pare called the meeting to order at 7:00 p.m.

**ACCEPTANCE OF AUGUST 21, 2002 MINUTES**

**G. Fullerton moved, seconded by R. Vanderhorst to approve the minutes as presented.**

**Voted unanimously in the affirmative.**

**TREASURER'S REPORT**

The Director reported that the budget is in fine shape. Maintenance equipment is 144% expended, due to changes in the copier contract.

The current value of the Fidelity account, as of 9/17/02, is \$60,300.22.

**DIRECTOR'S REPORT**

**Building Issues**

Roof – The roof will be repaired again very shortly.

Landscaping – Diane had tried to obtain bids from landscapers. Great Scott Landscaping was recommended for this project. An estimate will be obtained from this company.

**B. Totherow moved, seconded by B. Griffin to authorize the Director to contract with Great Scott Landscaping for this project within the budget that was previously authorized. Voted unanimously in the affirmative.**

The Safety Committee has been researching panic alarm systems. ADT provided a quote of \$777 to install the system, and \$320 per year to maintain the connection. Honeywell was \$1,027 to install with a monthly charge of \$24.00 for maintenance. The Director recommended ADT. Monies will be paid from the maintenance account. **R.**

**Vanderhorst moved, seconded by G. Fullerton to authorize the Director to contract with ADT for a panic alarm system. Voted unanimously in the affirmative.**

### **Reading Program**

Programming is now being offered for children 18 months of age and older. There is also a rejuvenated interest in the young adult program. A Teen Advisory Board has been established. Teenagers will advise the staff what they would like to see in the library.

### **Main Street Program**

The Main Street Program and the Library participated in Breast Awareness this week and offered a Mother- Daughter tea at the library.

### **GMILCS**

They have begun the migration to the new system.

### **Tuesday Morning Update**

The Director recommended that the library not continue the early Tuesday morning openings, except for the summertime period when the library is not open on Saturdays.

**Motion to discontinue the 7:00 a.m. openings beginning October 15, 2002. Seconded by K. Rose. Voted unanimously in the affirmative.**

### **E-Rate**

Libraries cannot be penalized for not filtering their computer software. A public hearing will need to be held if the Board decides to reconsider applying for these funds. The Board chose not to pursue this.

### **Staffing**

Two new pages have been hired.

### **August Statistics**

The August statistics were included in the Board's packet. August was a very busy month.

### **Bookends Column**

Included in the Board's packet.

### **OLD BUSINESS**

#### **Personnel Committee**

There is no report at this time.

**Finance Committee, 2003 Budget**

George reported that the finance committee reviewed the budget. The benefits line reflects a 40% increase over last year. Last year the Finance Department inadvertently left one person off of that line. The maintenance line has also increased, due to a different arrangement for the copier contract. There is a promotion budgeted, which would become effective July 1st for one position in the salary line.

**Long Range Planning Committee**

Russ Vanderhorst reported that this committee has met twice. They would like to develop a survey/questionnaire to find out what the residents would like to see in the library. Various avenues of developing and distributing a survey were discussed. Russ will report further next month.

**NEW BUSINESS**

Al Desruisseaux will begin a live talk show on GTV. Perhaps, he can do a TV show concerning the library. T. Pare will contact Al Desruisseaux.

The Trustees Association has planned four workshops on a variety of subjects.

**PUBLIC COMMENTS**

There were no members of the public present at this meeting.

**ADJOURNMENT – Next Board Meeting October 16, 2002.**

**R. Vanderhorst moved, seconded by K. Rose to adjourn the meeting at 8:00 p.m.  
So voted.**

Respectfully submitted,

Jo Ann Duffy