

Gilman Library Trustees Meeting

August 12, 2014

Convened 9:05 AM in library lower level meeting room.

PRESENT: Linda H., John P., Ruth M., Shirley L. arrived 9:12; Mark D. arrived 9:20

Also Present: Librarian Holly Brown

MINUTES:

Motion by John, 2nd by Ruth to approve minutes of July 8, 2014. Approved unanimously.

TREASURER'S REPORT:

Holly B. updated figures: Checking \$44,421.83, Money Market \$5,326.82, Nancy Jordan \$1,165.91

Library Building Maintenance Fund \$5,716.84, Donations \$84.00.

\$1,500 for Children's/Young Adult Program Fund was put in checking account.

Balance in capital reserve fund is \$22,895.43.

OLD BUSINESS:

John handed out copies of landscaping estimate from Community Landscape Co. and proposed renovations to the Gilman Library. Proposals for miscellaneous repairs, painting, masonry work and roof repair were discussed. It was agreed that the roof work bordered an emergency.

John made motion: "to invite proposals from landscape companies for landscaping services for Gilman Library for 2015 year. Proposal to include all necessary services which are not provided by the Town of Alton. Motion 2nd by Ruth; voted unanimously in favor.

Motion by Ruth; 2nd by Shirley to authorize John to enter into contract with Whittenberg for masonry work in amount of \$2,100.00 to be paid from Library Building Maintenance Fund. Voted unanimously in favor.

Motion by Mark; 2nd by John to authorize John to enter into contract with Kelly for painting in amount of \$8,930.00 to be paid from the capital reserve fund. Voted unanimously in favor.

There was further discussion regarding bidding procedures.

Determined to put work out to bid. Sealed bids to be received no later than noon Saturday Sept. 16. Bids will be opened at 9:30 am during next trustee meeting Sept.16.

John moved; 2nd by Ruth to continue the meeting to August 19 at 9 AM. Unanimously in favor.

Adjourned 11:38 am

Respectfully submitted,

Ruth A. Messier