

Gilman Library Trustees Meeting
July 16, 2013
Minutes

Meeting called to order 9:05 AM

Those in attendance included John Pohas, Linda Hess, Ruth Messier, Ruth Arsenault, Shirley Lane, Amy Jennings – Library Bookkeeper and Holly Brown.

Linda Hess made the motion to accept the minutes from the previous meeting, Dated June 18, 2013, as read. Seconded by Ruth Messier. Motion carried.

Amy Jennings presented an informative overview of “QuickBooks” as it pertains to the Gilman Library bookkeeping.

The Treasurer’s Report was noted and placed on file as follows:

Checking – Profile Bank - \$36,967.40 and TD Bank - \$4,919.14

Money Market – 7,619.03

Nancy Jordan Memorial Fund – 1,164.59

Building Maintenance Fund – 5,210.24

Linda will contact Justin Avery, Profile Bank to ask him to reverse any fees associated with Gilman Library Accounts.

Ruth A. indicated that anyone interested in taking perennials from the Friendship Garden is welcome to call her. Library staff may give Ruth’s number for business related to the Friendship Garden.

The Gilman Library Trustees will purchase a memorial brick in memory of Shirley Copeland. More discussion will follow.

Job descriptions, wages and benefits were reviewed in preparation for the projected budget for 2014. More discussion will follow.

It was suggested that the plant area located on the stairway might be used for various low maintenance displays regarding events taking place at the library. Holly will inquire as to whether it might be something the friends might like to take on.

John is seeking estimates for addressing the wood rot around the building. So far, we are looking at total of 11 to 12 thousand dollars for completion. More discussion will follow.

Business Meetings:

Tuesday – July 23 at 9:00 AM (tentative)

Tuesday – August 20, 2013 at 9:00 AM

Respectfully submitted,

Holly Brown
Library Director

