

Gilman Library Trustees Meeting

Lower Level Meeting Room - Tuesday, September 18, 2018

Present: Betty Jane M. Kristine S. Nancy M. Karen P. Annette S. and Librarian Holly B.

CALL TO ORDER - 4:09pm by Nancy M., chair

MINUTES

Motion to accept minutes of the August 14 meeting made by AS, 2nd by NM, Passed

TREASURER'S REPORT (using end of August 2018 bank balances).

Checking (General Operating Account) \$ 58,623.14, Building Maint. Fund (library)

\$253.97, Money Market (stock) \$12, 476.61

Nancy Jordan Memorial Fund \$1,257.41

Other Funds - Money Market (held by RBF/Fidelity July 31, 2018) \$38,444.95,

Margaret Kayser Memorial Fund (held by the library/reflected in Checking Balance)

\$12,409.42, Capitol Reserve Fund approx \$25 (held by town)

Motion to accept library generated funds of \$562.26 for August made by AS, seconded by BJM, Passed.

Motions made by KS 1. To fax personal copies free for library staff (presently charging 1/2 price) and 2. To permit staff to make 20 copies free (B/W only; will be charged for color 25 cents pp). Seconded by AS. Passed

OLD BUSINESS

Bark mulch bill (3 yards delivered / \$100.) - KS made motion that it be paid for out of money market funds. NM seconded. Passed.

Strogeon's /Meeting Room -The walk through of the Meeting Room by Mike Strogeon and Marty of the Historical Society has not yet occurred. The trustees asked Holly to have them come together before our next meeting so that work on the AC can move forward. The present service contract with Strogeon's will also be reviewed and accessed.

Library aide opening - The 16 hr per wk part-time position of library aide has been split between 2 new part-time library assistants. Coverage now complete.

NEW BUSINESS

Work area ceiling - - Invoice received for a recent service call to check out moisture stains on the workroom ceiling in the upstairs work area. . KS made motion to pay it out

of the money market account. Seconded by NM. Passed.

Gutter front - Holly will submit a work order to have a gap in the gutter at the front of the building repaired.

New Slate of Officers -Motion made by KS to elect the following slate: Chair - Nancy Merrill; Vice-Chair - Betty Jane Meulenbroek; Secretary - Annette Slipp; and Treasurer - Kristine Simone. Seconded ny AS. Passed.

2019 Budget discussed -Robert Butler, financial advisor, will be invited to come to the Octover meeting of the BOT. Trustees will meet with the Town Administrator before the library budget is submitted to the Board of Selectmen.

MEETINGS TO NOTE

Business - Tuesday, October 9, 2018 at 4pm

Respectfully submitted,

Betty Jane Meulenbroek

Secretary

