

Gilman Library Trustees Meeting

Lower Level Meeting Room - Tuesday, December 20, 2016

Present: John P (via phone), Betty Jane M, Ruth Messier, Kristine S, Nancy M and Librarian Holly B.

Call to order 4:10 by Acting President Ruth Messier.

MINUTES OF THE November 15, 2016 MEETING

Several typos corrected, then motion to accept by Kristine, 2nd by Ruth. Passed unanimously

TREASURER'S REPORT

Discussion on payment of several outstanding bills. It was noted that the Capital Reserve Funds (presently \$13,769.75), can expect to receive \$5,000. if the 2017 warrent article passes in March. The electrician's work on the bathroom fan and the roof gutter plus recent work by Mackenzie Landscaping would be paid for out of capital reserve funds. The water heater replacement (\$1309.) would come from the Money Market funds. John made the motion, seconded by Kristine, passed unanimously.

Betty Jane made the motion to accept donated funds of \$532.40. Seconded by Kristine. Treasurer's report then unanimously approved

OLD BUSINESS

Railing at Stairs on Walkway

John will look into when he comes home from FL next spring.

Bathroom Fan - Ladies room fan needs new part.

Landscaping / Bench & Chair

Steve's Landscaping from Farmington has completed the pruning of the shrubs and birch tree, transplanting several bushes to the side of the building. He found some water frozen in the courtyard garden while pulling out a large bush by the front steps. Some roots remain. In the spring he'll return to finish the job (mulch the transplanted bushes and reseed the lawn where damaged from his equipment). The wrought iron bench and chair have been removed for repairs. Alton Home and Lumber will donate materials and Pieter Meulenbroek provide labor.

Budget Review / Capital improvements

The Capital Improvement Fund warrant will be a request for \$5,000. in 2017. Deliberative session set for Feb. and voting takes place at the March election.

Strogen's Meeting

The back flow on the sprinkler system needs repair or replacing. Keith Dube (irrigation serviceman) has proposed building a manhole cover for the problem. Both the dripping boiler and battery watering system could account for the recent high water bill. John will ask Mr. Noyes from the water department to verify separate meters for both the library and Alton Flooring Co.

More Research Needed on Several Issues:

1. Patron counter, 2. YA chair and table, 3. new computer table for mail floor, 4. Book drop at back entrance

Hannaford Reusable Bag Program / Chair Fund

To date we've \$823.00, plus \$48. from Hannaford's bag program and a generous donation from a patron for \$500.

Quote received from Demco Co. for 40 chairs (include shipping from WI) is \$2,005.60. Valid til Jan. 18, 2017. Will re-address the issue in January.

January Painting of Main Floor Entrance & Wing Rooms

Preliminary estimate was 7 - 10 days. Following much discussion of scheduling both the staff and painter hours, it was suggested that John call for a more exact estimate of the hours needed. Consecutive long weekends to complete the paint project would work best for patrons and staff schedules. If necessary, the library could be closed on Saturdays and the painter allowed to work after 5pm Friday until the following Tuesday at 11am.

Maintenance Man Advertisement

Tabled also until spring when John can act as interviewer of the applicants. Some discussion of the ad's wording.

Critter in the Attic - Not heard from lately, tabled discussion

NEW BUSINESS

Jan Pro Free Cleaning Assessment and Quote

Call back in the spring 2017 after "mud season."

Agnes Thompson Meeting Room Policy (last revised 2014)

Discussion of the use of the meeting room by "for profit" classes. Trustees received a copy of the present policy to review. Discussion to continue at the January meeting.

Mats

Received and already in place.

Next business meeting, 4pm, Tuesday, January 17, 2017

Meeting adjourned 5:35pm

Respectfully submitted,

Betty Jane Meulenbroek, Secretary