

LIBRARY BOARD OF TRUSTEES
REGULAR MEETING
February 21st, 2017
Community Room
6:00 P.M.
MINUTES

1. Meeting Call to Order at 6:04 PM:
Steve Maimes, John Roese, Pam Hubbard, Amy Lemelin, Lori Chick, Nat Goodspeed and Brian Sylvester, Director.
2. Acceptance of the Minutes of the January 17th, 2017 meeting: JR1, SM2, accepted.
3. Treasurer's Report
 - a. Over budget for life insurance: Rindy didn't have that, Sarah does. Will correct itself in future budget cycles.
 - b. Property and liability insurance went up due to recent incidents.
 - c. Tracking at about 69.5% for year-to-date. Electricity and heating looking pretty good.
4. Friends of the Library Report
 - a. Lori has had health issues this year, so she was unable to attend the Friends meetings. She has minutes of this month's meeting.
 - i. 13 attended – good, for this weather.
 - ii. Looking into more museum passes in the Portland area.
 - iii. Talked about Sweet Art: looking for bakers to donate, looking for donations for silent auction.
 - iv. Planning a raffle basket for Mother's Day.
 - v. There was a motion for the Friends to join the Chamber of Commerce.
 - vi. Still having the Coloring Club, next Monday this month (3rd Monday of month).
 - vii. Next meeting is Monday, March 6.
 - b. Pam is still loving the Book Club. Dry Grass of August.
5. Communications from the Library Director
 - a. Buildings and Grounds update
 - i. Carpeting: contractor came in to estimate replacing carpet in public areas; contractor wants to install carpet squares. This is not well-received: not aesthetic, but worse, tripping hazard if they start peeling up. Pam: in the end, it will cost us a great deal more money. JR1: express to Public Works that carpet squares are unacceptable. AL2. Unanimous consensus.
 - ii. Roof: this building has slate roof over original building, and shingle roof over the new parts. Seal between roofs is leaking due to recent roof work. Can't fix it until the weather turns; until then, sending people up to clear ice dams as they occur. A couple printers got wet, but they still seem to work. Couple of leaks in Community Room.

- b. Printers/copiers: SBC has replaced all the equipment again due to renegotiated contract with City. Public photocopiers used to be a separate lease, but are now under same lease.
 - c. Hosted server: project in the works, back and forth with their integration team. Will have to close for a day; considering Monday, March 27th, but not committed to that yet: would impact story time program.
 - d. Debt Collection Agency: signed all the paperwork with them and put in the module, and the new system funding has been put into the City Manager's budget. Should be able to put that into effect by June, roll out by July. Brian will have to arrange with City to account for such collections.
 - e. Electronic Time Keeping: selected vendor lost the contract; awarded to different vendor. Implementation pushed out to March or April. Draft policy has been circulated. JR: I've worked with such systems before. It ends up eating more management time.
 - f. Roberta Ryan memorial donations: received \$550 from various people in her memory. Brian asked permission to put a ceiling-mounted projector in the Community Room and a plaque on the door.
6. Old Business
- a. None
7. New Business
- a. Amy: Read Across America week. Marie Kelly came to William Allen School and spoke to all the grades.
8. Nonpublic Session Per 91-A: 3 II (a), (c), (d) and 91-A: 2 I (b), (c)
AL1, JR2, entered at 6:39 PM. JR1, AL2, exited at 6:43 PM.
9. Other
- a. Steve likes when departments report against quarterly goals. Brian made a note to request that.
 - b. Rochester Radar made positive mention of the Library's art exhibit, Meditation 101, adult coloring et al.
10. Adjourn: LC1, AL2, adjourned at 6:46 PM.
Next meeting Tuesday, March 21st.