

MINUTES OF THE LIBRARY BOARD OF TRUSTEES
Regular Meeting
February 17, 2015
Rose Room
6:00 p.m.

Members present: Nathaniel Goodspeed, Pam Hubbard, Amy Lemelin, Steve Maimes, Anne May, John Roesse, Natalie Wensley, and Brian Sylvester, Director.

1. The meeting was called to order at 6:05 p.m.
2. The minutes of the January 20th meeting were accepted as written.
3. The treasurer's report was placed on file. The funds budgeted for books and periodicals have almost been depleted, making it necessary to use funds from the Special Account.
4. Communications from the Director
 - a. Buildings and Grounds Update
 - i. Air quality in the building was recently assessed by Property Liability Trust, and there are no issues.
 - ii. The roof continues to be of concern, but public works has said that no repairs are possible until after the snow has melted.
 - b. Furniture Re-upholstery Project
 - i. The first chair has been recovered, and there may be enough funds to complete the entire project.
 - c. Personnel
 - i. There is an opening for a library assistant in the children's department, and it appears that the page position will be filled.
5. Old Business
 - a. RFID Project Update
 - i. The library has been offered an upgrade in the security gate, and a team of 6 will be arriving to begin tagging the collection. We will soon learn when the process is to begin. Also, a staff training day will be scheduled, replacing the December 2014 day. This staff development day will be used to acquaint personnel with the new security system.
 - b. FY 16 Budget Review
 - i. We are hoping to get funding for 5 additional hours each for two staff members, increasing their hours from 20 to 25. Additional staff development money is also being requested for staff to attend the spring A.L.A. meeting in Boston.
6. New Business
 - a. Pest Management Policy
 - i. The trustees studied the newly drafted Pest Management Policy, and following a motion by N. Goodspeed, seconded by N. Wensley, they voted unanimously to adopt it.
 - b. Patron Ban Appeal Process
 - i. The trustees discussed the need for a revised policy and appeal process for the banning of patrons.

7. Nonpublic Session Per 91-A: 3 II (a), (c), (d) and 91-A: 2 I (b), (c)
The trustees voted to go into nonpublic session at 7:02 p.m. and voted to come out of the session at 7:18 p.m.
8. Other
 - a. The trustees became acquainted with and discussed the completion of the new performance evaluation.
 - b. The next meeting had been earlier scheduled for March 17th
9. The trustees voted to adjourn the meeting at 7:29 p.m.