

Joseph Plumb Memorial Library – Rochester  
Minutes for Meeting of the Board of Trustees

Meeting: November 8, 2008.

Trustees:	Wendy Keeler	Chair	present
	Lena Bourque	Vice-Chair	present
	Phoebe Butler	Treasurer	present
	Bunny Mogilnicki	Secretary	absent
	Anthony Dias		absent
	Deborah Briggs		present
	Gail Roberts	Director	present

Meeting came to order at: 8:40

**MINUTES** Lena moved to accept the October minutes and Deb seconded. (Approved)  
Next meeting scheduled for December 13, 2008 at 8:30 am.

**REPORTS:**

**TREASURER'S:** Gift Fund total 2421.16. The revolving fund --\$10, 069.40

**DIRECTOR'S :**

- Gail Roberts distributed the monthly statistics and highlights for October, 2008.
- Discussed draft for internet computer usage sign-in sheet
- Discussed Friend's Annual Meeting and new board members. They are Linda Medieros and Gail Roberts, Co-Chairs; Lisa Walbridge, Vice-Chair; Stephanie Underhill, Secretary; and John Fuller, Treasurer. Holiday Open House will take place December 6, 2008 and will include: silent auction, bake sale, Earth Sister's table and stories at 10:30 and 11:30.
- Story times are at capacity and have people on waiting list.
- Holiday Party on December 19 at 1:00 pm at Highlander.

**ACTION ITEMS**

**OLD BUSINESS:**

- Discussed Program Policy-Agreed to reformat using goals/objective format.
- Story hour sign up policy reworked and clarified.

**NEW BUSINESS:**

- Gail presented a new job description for Jen. Deb made the motion and Phoebe seconded to move forward and submit job description change to personnel board.

- Lena made motion to close library for Town Holiday Party- Friday, December 19 at 1 pm. Phoebe seconded -motion Accepted.
- Discussed again offering “Food for Fines” for all of December. Pheobe made motion to offer “Food for Fines” and Lena seconded. Accepted.
- Discussed custodial position and change to scheduling.
- Discussed upcoming agendas for next two meetings-possible guests.

Meeting Adjourned at 9:52 am.

Respectfully submitted,  
Deb Briggs