

Joseph Plumb Memorial Library – Rochester

Minutes for Meeting of the Board of Trustees

Meeting: June 16, 2012 8:34 am

Attendance: Phoebe Butler
Dennis Desrosiers
Jay Williams Absent
Jennifer Kulak
Mary Duryea
Elizabeth Owen

Gail Roberts Director

Meeting came to order at: 8:34 a.m.

Next [regular] meeting tentatively scheduled for: July 14th @ 8:30 a.m. Trustees will take August off.

MINUTES

Minutes for May 2012 approved. Dennis moved; Elizabeth seconded.

Financial Report explained by Gail. The money from Makepeace will likely come after July 1.

DIRECTOR'S REPORT

Gail presented the Director's Report and the numbers were reviewed (see report for detail).

Items of interest:

OLD BUSINESS:

- Staff contracts signed and approved. Jen moved; Mary seconded. Support staff will be included in the town comp plan over the summer, and will be approved at a Special Town Meeting in the fall. This will take effect in FY 13. The Director's contract included the fourth week of vacation and fourth personal day.
- **Goals for Trustees:**
 - Get the basement meeting room finished
 - Fund raising for building improvements.
 - Improved communication between the Trustees and the Friends.
 - Get a solid estimate of cost of elevator and sprinkler system.

NEW BUSINESS:

- Status of building: room nearly done. Need a sprinkler system and elevator. Mike sent a plan for the downstairs, closing in the furnace, moving the bathroom, and creating a hallway with shelves. Trustees went down to view the area, and think it would work, as long as we don't lose storage space.

FRIENDS:

Friends Board will be meeting on Monday, June 18 at 6:30. Some members of the Trustees will attend to talk to them about fundraising for the basement project.

ADJOURNEMENT:

Meeting was adjourned at: 9:27 a.m. Jen moved, Elizabeth seconded.

Respectfully submitted,
Gail Roberts, Library Director