

Joseph Plumb Memorial Library – Rochester

Minutes for Meeting of the Board of Trustees

Meeting: Nov 9th, 2013 8:30am

Attendance:	Phoebe Butler	Chair
	Dennis Desrosiers	Vice-Chair
	Jennifer Kulak	Treasurer
	Jay Williams	Secretary
	Mary Levenson	Trustee
	Gail Roberts	Director

Meeting came to order at: 8:37 a.m.

Next [regular] meeting tentatively scheduled for: Dec. 14th @ 8:30 a.m.

MINUTES

Minutes for Sept. 7th approved, DDesrosiers moved, JKulak 2nded

DIRECTOR'S REPORT

Gail presented the Director's Report for October and the numbers were reviewed (see report for detail, small increase in Revolving fund).

OLD BUSINESS:

- Basement Project:
 - Town manager was able to have architect to sign off on the basement plans so that the project can move forward
 - Cost for engineer and architect picked up by town
 - Wiring will be done by Old Colony Voc Tech
 - Framing and sheet rocking estimate due shortly
 - Work should start this month, new bid needed for elevator.
- 4 Interior lights replaced in building
- Library Survey now available, not much response yet.
- Tri-town library director collaboration: Directors met twice last month to discuss collaboration efforts. Discussed combining grant applications as that would allow for group as a whole to apply for grants that individually they would not be able to. Gail talked with Shelly Quezada of MBLC regarding this and she thought this would be a good idea and made recommendations for a STEM grant.

NEW BUSINESS:

- Approved food for fines program for December. JKulak motioned, PButler approved
- Discussed Library Director evaluation that is needed to be done at end of year.
- Gail attended memorial service for former trustee Elizabeth Owens in Taunton.
- Gail revealed that there is a new requirement for a designated Trustee to sign bi-weekly payroll for library. Gail will ask Cathy at town hall what happens when designated trustee is away. PButler volunteered as designated trustee.
- Upcoming program: Marathon reading of Dicken's "A Christmas Carol". Friends to supply refreshment. Scheduled for Saturday Dec 14th at 11am.

FRIENDS:

- Holiday Open house will take place on Saturday, Dec. 7th

ADJOURNEMENT:

Meeting was adjourned at: 9:20 a.m. PButler moved, JKulak seconded.

Respectfully submitted,
Jay Williams, Secretary