

Joseph H. Plumb Memorial Library Trustee Meeting

Date: December 6, 2018

Time: 6:30 p.m.

Call to order 6:31 by Chairperson Rhonda

Attendance: Phoebe, Rhonda, Kim, Jordan, and Gail

Phoebe motions to accept the November minutes. Jordan seconds. Approved.

Next meeting date: January 3rd, 2019

Reports

Financial: Nothing newsworthy to report. The \$13,409 in the Capital Fund needs to be spent ASAP, and on construction. Potential of new siding. Doors need to be replaced.

Library Director's November report: No questions.

Friends Holiday Open House report: Final numbers not in yet. Gail will send when finished.

Building Committee: nothing to report.

Action items

Old Business: Nothing to report.

New Business

Gail's evaluation to be completed in January

Budget to be voted on at next meeting.

Throughout 2019, need to look at a number of documents from Library Policy Manual to review and/or update. Documents can be emailed, and there is a policy manual in Gail's office. Gail can email documents one at a time to work on.

Trustees to do a self-evaluation project TBD

Phoebe motions to adjourn 7:06pm. Jordan seconds. Approved.