

Joseph Plumb Memorial Library – Rochester

Minutes for Meeting of the Board of Trustees

Meeting: February 8, 2014 8:30am

Attendance:	Phoebe Butler	Chair
	Dennis Desrosiers	Vice-Chair
	Jennifer Kulak	Treasurer
	Mary Levenson	Trustee
	Win Sharples	Trustee
	Gail Roberts	Director
	Andrew Daniel	Facilities Manager

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

Next [regular] meeting tentatively scheduled for: March 15 @ 8:30 a.m.

MINUTES

Minutes for January approved, DDesrosiers moved, Win Sharples 2nded

FINANCIAL REPORT

Gail presented the annual update for the trust funds. The expendable amount is \$26,833.48. She will see if Revolving Fund monies can be used to purchase furniture.

DIRECTOR'S REPORT

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

OLD BUSINESS:

- The new computers were ordered and funds encumbered from State Aid account. They will be installed in March.
- The LSTA grant is being written and will be sent to be vetted by Feb. 28.

NEW BUSINESS:

- Building project: Andrew Daniel met with the Trustees to get them up to date with construction needs. He said that the roof is leaking around the cupola, and that the best fix would be to remove the current cupola (which is part of the roof), finish the roof, and replace the cupola with one that is separate and attached to the roof. He will have to meeting with the Historical Commission before starting this project, and we asked him to make sure that Gail and at least one Trustee go with him to the meeting.
- He also brought the Trustees up to date on his work for the basement project. He is meeting with the Building Inspector, and the plumber and will let us know soon what needs to be done.
- Andrew also mentioned that the ramp rail needs to be replaced. He can do it himself, which will mean that we need to purchase the materials.

FRIENDS:

- The Friends Board will meet on March 22 at 8:30 a.m. They will try holding a series of monthly book sales to move stock along. Leithe Patnaude will be the new Vice-chair of the Friends.

ADJOURNEMENT:

Meeting was adjourned at: 9:44 a.m JKulak moved, MLevenson seconded. After the meeting, those Board members who were able went into the attic to see what's up there.

Respectfully submitted,
Gail Roberts, Library Director.