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

Meeting: January 22, 2005

Trustees:	Robin Roderick	Chair	present
	Deborah Briggs	Vice-Chair	present
	Léna Bourque Katherine Church	Secretary	present absent
	Scott Rounseville	Treasurer	present
	Olivia Melo	Library Director	present

Meeting came to order at: 9:30 a.m.

<u>Minutes</u>

Dec 11th - Minutes read. Motion to accept, motion seconded. Minutes accepted.

Director's Report /Treasurers Report

Scott and Olivia provided library trustees with overview of Capital and Operating Budgets for FY06. Budget needs to be submitted to FinCom by January 31, 2005. With a potential FinCom meeting date around February 7th. The Library is currently half way thru FY05 and is on target (some over/some under). The FinComm requested FY06 budget to be "level" funded with FY05.

Status of FY05 Capital Budget: \$14,958.20 spent \$35,041.80 balance **NEW Business: Statistics** Looking Good!!!! Pajama Jam program is hibernating for winter and will return this Spring. Food for Fines Olivia went to Damien's Pantry to deliver the collection of food items patrons turned in, in lieu of paying cash fines for the month of December. It turned out to be a wonderful experience that should definitely become a tradition here at the library for December fines. Hot Water Tank In our attempt to make the library run like a well-oiled machine, it was brought to our attention that our 80 gallon electric hot water heater should be re-evaluated. Olivia is looking into several cost effective alternatives. **RCC Grant** Phoebe Butler, chair of the Rochester Cultural Council, sent notice that the library had been approved the \$450 grant toward our summer reading program. Note of Thanks An Acushnet patron sent a lovely note thanking the library/staff for providing a friendly and welcoming environment.

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OLD Business

HVAC:	In and working just wonderfully.	
Windows:	Trustees discussed storms vs. replacement with information from several sources. A motion was made to go with replacement windows over storms. Motion seconded. All trustees present vote in favor of new windows. Olivia will need to obtain a third bid for window replacement as required by the town. Olivia will also be submitting an application of review to the Rochester Historic District Commission to stay in compliance of historic district regs.	
Long Range: Plan	The "Community Forum" process with Olivia, Deb Briggs/trustee and several others will be starting mid-February to meet and discuss the future of our little library. We wish you well. The session for planning will run for 6 months; meetings lasting 30-60 minutes.	
Trustee Vacancy:	Olivia will be posting the vacancy in the Wanderer and the Sentinel with hopes of attracting persons interested in the position. The candidates will need to pull papers at Town Hall in order to be on the ballot in April.	

Adjournment:

Meeting was adjourned at: 10:35 a.m. Next [regular] meeting scheduled for: February 12 (2nd Saturday)

Respectfully submitted, Léna Bourque, Trustee/Secretary