

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

Meeting: August 11th, 2007

Trustees:	Deborah Briggs	Chair	present
	Pamela Hiralall	Vice-Chair	absent
	Lena Bourque	Treasurer	present
	Wendy Keeler	Secretary	present
	Anthony Dias		present
	Jackie Demers		present
	Gail Roberts	Director	present

Meeting came to order at: 8:38 a.m.

Special guest: Mike Meunier, Facilities Manager

MINUTES

Jackie moved and Deb seconded Minutes for June. There was no July meeting.

TREASURER'S REPORT

DIRECTOR'S REPORT

Gail Roberts presented the monthly statistics and Highlights for June and July.

OLD BUSINESS:

Building Update – Mike presented update of scheduling and future considerations. The septic has been pumped, cupola windows have been fixed to prevent leaks, power has been supplied to gazebo, the lights are in and on timers. The sign will be finished next week, the post is already installed. Basement stairs are finished and downstairs has been cleaned up. Desk and cabinets will be done this week. The doorway is in process, but has been put aside for outside work. Need to finish handicap ramp.

NEW BUSINESS:

Search for Library Assistant – Twenty-two applicants have been received and reviewed so far. Gail will notify Trustees when she has a recommendation.

Town Fair/Survey – The Library will have a booth at the Rochester Fair. Gail will have information about the library in addition to a mini-book sale

and library merchandise at the booth. Gail will be surveying for feedback about how people use the children's collection.

OTHER:

Tony will coordinate with the Boy Scouts to clean the gazebo.

Discussed landscaping plants and decided to table any discussion on plantings until next spring after shrubs and grass have been established. Next year's budget to include scheduled lawn care item.

Donations have been received in memory of Constance Porter.

Gail attended Town Department Heads meeting, SAILS annual meeting, Friends meeting, "Change on the Cheap" SEMLS workshop

Jen attended "Wikis and Your Library" SEMLS workshop, SAILS circ meeting, "Improving Your Library's Website" SEMLS workshop

Michelle attended Rochester Memorial School summer assembly

ADJOURNEMENT:

Meeting was adjourned at: 10:00 a.m.

Next [regular] meeting scheduled for: September 15th, 2007 @ 8:30 a.m.

Respectfully submitted,
Wendy Keeler, Secretary/Trustee