

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

Meeting: December 9th, 2006

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

Meeting came to order at: 8:30 a.m.

Special guest: Mike Meunier, Facilities Manager

MINUTES

November Minutes to be presented at January meeting.

TREASURER'S REPORT

Building Fund Portfolio for July 1, 2006 –December 30, 2006 was presented. Deb Briggs moved and Pam Hiralall seconded transferring all funds from the Building Fund to the GIFT fund on the last day of December. GIFT fund money will continue to be used for the improvement of the library and grounds.

DIRECTOR'S REPORT

Gail Roberts presented the monthly statistics. Although total circulation was down due to library closures for the renovation, the amount of books loaned per hour open was consistent with previous year. The newsletter will be revived.

OLD BUSINESS:

Grand Opening – Discussed the attendance of the Grand Opening and acknowledged the efforts of The Friends of Plumb Library to make it a success.

Staff Training – Gail Roberts and staff have signed-up to attend training classes by SEMLS.

Staff Contracts – Staff will continue with annual contracts.

NEW BUSINESS:

Fundraiser – Deb Briggs introduced idea with Friends president regarding a fundraiser for landscaping of grounds to be discussed at next Friends meeting

Santos Fund – Acknowledged the generosity of the Santos Family and the many donations from across the country in memory of Steve Santos.

Upcoming Programs –

Computer classes for senior citizens with Charles Tate will resume.

Gail is coordinating with the Senior Center to revive Books by Mail.

Crafters Corner will be started to include knitting and other portable crafts.

Teen Advisory (Junior Friends) will be created for suggestions/input from young adult perspective.

OTHER:

Unanimous vote to have Joseph Plumb's rocking chair caned.

Mike Meunier presented a status report of the renovation project and future considerations. Old Rochester Vocational is building the cabinets for behind the circulation desk. Panic button will be replaced when new keypad is installed. Creation of a storage area downstairs is possible winter project. Mike will be installing shelves in the closet for Friends to use for storage. The next significant project will be the handicap ramp and door. Work on the parking lot will resume in Spring. It was agreed to pursue relocation options for the gazebo. Upon removal of shrubs Mike will assess the stairs and siding. The leak over the front door needs to be fixed and sills possibly replaced.

ADJOURNEMENT:

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

Next [regular] meeting scheduled for: January 13th, 2007 @ 8:30 a.m.

Respectfully submitted,
Wendy Keeler, Secretary/Trustee