

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

Meeting: December 8th, 2007

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

Meeting came to order at: 8:43 a.m.

MINUTES

Lena moved to accept November Minutes, Deb seconded.

TREASURER’S REPORT

Next meeting we need to vote on budget, Gail is working on it currently. It is due to be submitted January 14th.

DIRECTOR’S REPORT

Gail Roberts distributed the monthly statistics and Highlights for November.

Gail attended Town Heads’ meetings, Friends meeting, Selectmen’s meeting, SEMLS Annual Meeting, SAILS “Director’s Station Instruction”, and SAILS Circulation Policy committee.

OLD BUSINESS:

Capital Plan – Gail submitted the capital plan. Deb moved that we accept the plan, Wendy seconded.

Gift Policy – Next meeting we will all come with drafts for the policy.

Building Plans – Lena presented a proposal to create a programming room in the basement. Deb moved that we fact find with Mike, Tony seconded. Lena will present the plan to Mike Meunier.

Reframing the Plumbs – Lena and Gail have had the Plumb portraits looked at to see what options we have. The aging of Mr. Plumb’s portrait can be arrested by reframing with UV filtering glass.

NEW BUSINESS:

FY09 Evaluations – Deb has given Gail her evaluation. Trustees are encouraged to read it for vote in January.

Fundraising – Gail will fact find fundraising possibilities.

Manter Mark Bookmarks – Gail is having bookmarks printed with the hours and library information. They will be made with no cost to us, the printing is sponsored by local businesses.

OTHER:

Power Outage Policy – Gail is researching standard protocols for town offices and libraries in the event of a power outage. She will then document a procedure for approval.

Donated Art – Gail has been contacted in regards to an artwork donation. It was decided that it could be accepted with conditions based on available wall space.

Rochester Historical Society Calendar – Acknowledged the RHS complimentary space for the Plumb Library.

ADJOURNEMENT:

Meeting was adjourned at: 10:20 a.m.

Next [regular] meeting scheduled for: January 12th, 2008 @ 8:30 a.m.

Respectfully submitted,
Wendy Keeler, Secretary/Trustee