

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

Meeting: December 12th, 2009

Trustees:	Wendy Keeler	Chair	present
	Phoebe Butler	Vice-Chair	present
	David Smith	Treasurer	present
	Bunny Mogilnicki	Secretary	present
	Anthony Dias		present
	Elizabeth Owen		present
	Gail Roberts	Director	present

Meeting came to order at: 8:35 a.m.

MINUTES

Phoebe moved to accept the November Minutes, Bunny seconded. (Approved)

TREASURER'S REPORT

The summary of accounts was presented.

The new lights in the Reading Garden will be deducted from the Santos Fund. Gail will send Mr. Santos an update on the fund.

DIRECTOR'S REPORT

Gail Roberts distributed the monthly statistics and Highlights for November.

Gail attended Jr, Friends Fall meeting, SEMLS Annual Meeting, SAILS Members Meeting

FRIENDS & JR. FRIENDS REPORT

The Holiday Open House was well attended and there were many volunteers.

The Jr. Friends has their first meeting and will be meeting quarterly.

OLD BUSINESS:

5 Year Plan Update – Gail presented the survey results. The most common comment was regarding the need for additional space.

Building Update – The siding and repairs around the ramp door have been done. The lighting for the Reading Garden has been installed/wired. The timer for the outside lights has been upgraded. Mike is looking into a programmable thermostat. Gail updated the Project Priority list.

Ethics Review Quiz – Gail reminded us of the deadline.

Director's Evaluation – Gail had signed her evaluation prior to the meeting. Tony moved to accept the evaluation, Elizabeth seconded. (Approved)

NEW BUSINESS:

Story Time Registration Change – Lisa asked to adjust the max program limit to 12 from 15. If there is sufficient interest we will add an additional afternoon program. There have been requests from patrons to sign-up for the next session on the last day of a session. The trustees had no expressed concerns to any of Lisa requests.

FY11 Budget – Next meeting we need to vote on budget, Gail and David will be working on it to present next meeting.

Capital Plan – The Capital Plan is due January 15th. Gail, David, and Wendy will meet to prepare it for the January meeting for voting.

ALA Midwinter Conference – Gail will be attending the conference in Boston January 16th, 2010.

2010 Reading Challenge – Gail shared what she is planning for the challenge.

OTHER:

ADJOURNEMENT:

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

Next [regular] meeting scheduled for: January 9th, 2010 @ 8:30 a.m.

Respectfully submitted,
Wendy Keeler, Chair/Trustee