

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

Meeting: February 10<sup>th</sup>, 2007

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

Meeting came to order at: 8:37 a.m.

**MINUTES**

January Minutes to be presented at March meeting.

**TREASURER’S REPORT**

**DIRECTOR’S REPORT**

Gail Roberts presented the monthly statistics. Wednesday Storytime is maintaining a large attendance. Discussed possibility of adding an addition Storytime for the Spring session and the potential need to cap the number of participants or require pre-registration.

**OLD BUSINESS:**

**Update on Construction Project** – Mike has closed off the storage room and is focused on the basement closet and shelving. Upstairs and the grounds will be Spring projects.

**Review 2007 Goals and Objectives** – A print-out of “2007 Activities” was distributed to the trustees to bring home to review for discussion and approval at the March meeting.

**NEW BUSINESS:**

**FY08 Budget** – Deb moved and Lena seconded to submit the budget to the town, unanimous vote. Materials are 19% of the budget as required by the state.

**5-Year Capital Plan** – Capital Summary Form, Capital Project Requests, and Explanation of Capital Projects report were presented and discussed. Deb moved and Lena seconded to accept the complete plan with revised wording in Project 1, Section 8 of the Explanation of Capital Projects.

**Photo Release Form** – A preliminary Photo Release form was presented. After discussion Deb moved and Pam seconded to table the implementation of form until further research is done regarding library policy.

**OTHER:**

The newsletter has been released.

Michele attended SEMLS workshops, “Mock Caldecott Awards” and YA literature.

Jen attended SAILS Tech Services meeting and SAILS meeting.

Gail attended Town Department Heads meeting, SAILS Membership meeting, and SAILS PC Support meeting.

**ADJOURNEMENT:**

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

Next [regular] meeting scheduled for: March 10th, 2007 @ 8:30 a.m.

Respectfully submitted,  
Wendy Keeler, Secretary/Trustee