

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

Meeting: March 10th, 2007

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

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

Special guest: Mike Meunier, Facilities Manager.

MINUTES

January and February Minutes to be presented at April meeting.

TREASURER'S REPORT

DIRECTOR'S REPORT

Gail Roberts presented the monthly statistics.

OLD BUSINESS:

Update on Construction Projects – Mike explained where projects stand and what is still left to be addressed. The storeroom needs to be painted, cabinets are almost completed, and new countertops are coming. Issues to be addressed: leaking cupola, windows need to be removed to assess structural state. Spring projects (handicap ramp, siding, and paving) will be resuming. Cost of paving will depend on the price of oil. Discussed landscape maintenance options.

Review 2007 Goals and Objectives – Will discuss and approve at April meeting.

NEW BUSINESS:

Summer Reading Program – Proposed capping number of participants with preference to Rochester residents. Details to be presented, discussed, and approved.

MA Public Library Fund – Received \$1445.69 – Biannually distributed funds based on percentage of funds raised.

Incident Report – Gail has a beta incident report that will be used to document incidents. The need was made evident at the Town Heads meeting on state insurance with MIAA

OTHER:

Gail attended SEMLS Youth Services Advisory Committee and Town Department Heads meeting.

ADJOURNEMENT:

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

Next [regular] meeting scheduled for: April 14th, 2007 @ 8:30 a.m.

Respectfully submitted,
Wendy Keeler, Secretary/Trustee