

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

Meeting: November 9, 2017

Attendance:

Noelle Johnson - Secretary  
Phoebe Butler – Voucher Signer  
Rhonda Reints – Vice Chair  
Winston Sharples – Chair  
Gail Roberts- Director

Meeting came to order at: 6:35 pm

Next meeting scheduled for Thursday, December 14 @ [6:30 pm](#)

**MINUTES**

Minutes for October meeting were approved. Phoebe made a motion to approve; Rhonda seconded, unanimous.

**REPORTS**

Financial Report – Refer to report for complete details

Director's Report – See report for complete details

- New cop/fax machine arrived much earlier than expected.
- Amos is taking December off.
- We have met 80% of our Digital Dash goal. Encourage ebook and audio check-outs!

Friends –

- Holiday Fair is December 2. Looking for silent auction items.
- Bunny is hosting a wreath making workshop to benefit the Friends on December 3 at 2pm. \$25 includes an undecorated wreath. Sign up at the circulation desk as Bunny's classes fill up fast.

Building Committee –

**OLD BUSINESS:**

- Check with Andrew about getting the expansion plans
- Report from Trust Fund Bank meeting – Allocations cannot be changed.

**NEW BUSINESS:**

- Due to adherence to Conflict of Interest Law, library staff will become non-essential participants of Friends activities, supporting their efforts with the written consent of the Trustees.
- New library director evaluation sheet was reviewed.

**OTHER:**

**ADJOURNMENT:**

Noelle made a motion to adjourn; Mary-Patrice seconded; Unanimous.

Respectfully submitted,  
Noelle Johnson - Secretary