

## JOSEPH H PLUMB MEMORIAL LIBRARY

### Meeting Minutes – November 14, 2019

**Attendance:** Rhonda Reints, Jordan Latham, Gloria Vincent, Kimberly Burt, and Gail Roberts

Meeting called to order at 6:34 PM

**Minutes:** Motion to accept by Kim. Gloria seconds. Approved.

**Next Meeting:** 12/12/2019

#### Reports:

- **Financial:** On track for spending, haven't asked for capital funds, everything is covered at this point.
- **Library Director's Report:** AED on order from fire department (\$1,200). Will be purchased by the fire department and invoiced to the library, paid with funds from Church Estate. Clothing drive went well over the goal. Holiday fair scheduled for 12/7/19 10am-2pm. Wreath sale pick up during event. Amos is coming out of "retirement" for visit, special visit from Nancy Cote, illustrator of new Golden Book "Frozen 2" - will read and sign copies of book.
- **Friends:** Still looking for board members. Gearing up for Holiday Fair, silent auction, raffles, usually a good fundraiser.
- **Building Updates:** Village Signs to replace/repair sign over door. Post lights in parking lot have a lot of blown bulbs, need to be fixed. Decided to go with Hathaway's for the landscape work, no ETA on when it will be done. No word on door repairs, still waiting on Andrew to update. Molding needs attention as soon as possible at a minimum.

#### Action Items:

- **Old Business:**
- **New Business:**
  - Holiday Hours 12/13/19 – close at 2pm for staff holiday party  
12/24/19 – hours 10am – 1pm  
12/31/19 – hours 10am – 1pm

Jordan motions to approve holiday hours, Rhonda seconds. Approved.

- Rhonda will step in as Treasurer and Gloria will act as backup in Rhonda's absence.
- "Food for Fines" - December 1-28 collecting canned/dry goods for Shepard's Pantry and pet food for Fairhaven Animal Shelter in lieu of fines.

Jordan motions to approve Food for Fines, Rhonda seconds. Approved.

- Gail would like to hire a substitute/per-Diem library employee to cover vacations and illnesses. Both Mattapoisett and Marion have one, and person from Marion library may be interested. Bibliotemps, temp agency from Mass Library may be an option to find candidate.

Motion to adjourn by Gloria. Rhonda seconds. Approved. Adjourned at 7:07 PM