LIBRARY TRUSTEE MINUTES

Monday, June 11, 2018

Attendance: Kevin Carleton, Carol Sullivan-Hanley, Chris Mirarchi, Sheila Kukstis,

Elizabeth Holthaus, Pat Murphy and Jessi Finnie

# The meeting was called to order at 7:05pm

Approval of Minutes: The minutes for May were approved with minor adjustments.

We formally welcomed new trustee, Pat Murphy.

Public questions and/or comments: None.

Foundation update: We voted on two MOA bookshelf donations.

A Foundation member will be present for the May 29th Board of Selectmen’s meeting.

A fundraiser at Untold Brewery entitled, Books and Brews was held on June 3rd in the late afternoon. It was well attended.

Director’s Reports

Library Facility

1. None at this time.

Building Project Update

1. The AHU2 unit continues to be repaired; the duct is exposed and awaiting an attenuator to be inserted by July 6, 2018.
2. The final walk-through will occur when all parties can find an agreed upon date.
3. Work on the ADA adjustments for the front sidewalk has been put out to bid. It appears that it will cost $15k.

General Library News

1. Both committee meetings for Strategic Planning have occurred. A draft for the public will by ready by July 23, 2018.
2. The end of FY 18 is wrapping up with no major issues.
3. New expenses for FY19 will include, but not be limited to Meescan self-check-out; MyPromoReceipts; Kanopy (independent films); Non-traditional materials, Friends shelving and Display furniture for teens and adults.
4. Plein Air with the SAA was successful on June 9, 2018.
5. Carpet Cleaning occurred on June 10, 2018.
6. Summer Reading Kick-off and the first concert with Toe Jam Puppets and face painting will occur on June 27, 2018.
7. The Workflows system migration will be down for the week of June 26th.
8. We welcome Dan, a new part-time technician.
9. The Library will close on July 3rd at 5:00pm and be closed on July 4th all day.

Incident Reports

1. A patron asked to depart from the building on June 2, 2018.

Adjournment: 8:15pm.