

LIBRARY TRUSTEE MINUTES

Monday, October 26, 2015

Attendance: Kevin Carleton, Carol Sullivan-Hanley, Chris Mirarchi, Karen Canfield, Jay Swartz, Sheila Kukstis, Jessi Finnie

The meeting was called to order at 7:30pm

- I. Minutes of September 14, meeting were approved.
- II. Updates to Jericho Road
 - a. Roof bids are due on October, 29, 2015
 - b. Outside lighting is partially completed
 - c. HVAC issues continue to occur, as there were two gas leaks. On two occasions, the SFD was called and the Library was evacuated.
- III. Building Projects Updates
 - a. The demo continues on Branch Street
 - b. An interior design meeting will occur on October 29th.
 - c. Signage is being developed by a small committee and making a selection from MHEC State Bid List
- IV. General News
 - a. State Aid is completed, but a Waiver will need to be completed by November 13, 2015.
 - b. Scituate Reads banner and calendar are complete
 - c. OCLN Retreat to occur
 - d. Homebound Deliver will start soon Volunteers have been secured and CORI checked
 - e. Staff Develop Day will happen on December 9th
 - f. New hours of operation will be discussed for 85 Branch Street
- V. Incident Reports

- a. A patron fall
- b. Gas odor reported on October 6th and October 13th

Adjournment 8:15pm