Minutes of the Board of Library Trustees Meeting of December 1, 2015

7:30 PM

Present: David Partridge, Steve Russo, Sara Rockwell, Eileen Labak, Ed Cook  
 Pat Leonard, Assistant Director

**Steve served as Secretary pro temp until Eileen arrived at 7:35 p.m.**

**Minutes**October and November were reviewed. Ed moved we vote to approve the minutes as written for both months. Steve seconded. **Motion passed unanimously in the affirmative.**

**Treasurer’s report**  
See attached report. There was discussion of the Friends of the Library’s donation. There was discussion of various budget items that are approaching or are at 100% for the year. Dave is working on determining the items that are out of sync. He did not set up the original program and is working through the numbers as the year goes on.

**Director’s report**  
See attached report. There was a staff meeting this month brainstorming programs and community involvement. Regarding overdue fines, the staff considered a restriction on types of materials (*e.g.* new books, media)

There was discussion of a system by which fines only track overdue books; once a limit is reached, the patron is unable to take out new items. Once the item is returned, the fine is wiped, not collected. The only way to get takeout privileges returned is to return the item.

Building maintenance – the elevator is acting up; Myra has contacted the elevator guy and he will come look. Windows in the children room have been replaced. Programs – Not so Elementary, My Dear Watson was well attended. There are several program ideas for 2016.

**Outstanding items**There are no outstanding items.

**Public input**There was no public input

**Budget**  
The budget has been submitted to the town with a warrant article for a full time assistant director’s position. The wording of the warrant article was discussed. Pat will check with Myra regarding the specifics of the warrant article prior to our next meeting.

There was discussion of beginning fundraising for a new library. Identifying a site is first priority. There was discussion of the site near the post office, as well as below Andres.

**Dave motioned we adjourn at 8:28 pm. Ed seconded. Motion passed unanimously in the affirmative.**Our next meeting will be Tuesday, January 5, 2015 at 7:30 pm.