Draft Minutes of the Board of Library Trustees Meeting of February 2, 2016

7:38 PM

Present: Ed Cook, David Partridge, Sara Rockwell, Steve Russo, Myra Emmons

Absent: Eileen Labak

**Dave motioned to appoint Steve as Secretary pro tem; Ed seconded; voted unanimously.**

**Minutes**

Ed asked that the minutes of the December 2015 meeting show that he was present. **David then motioned and Ed seconded that the minutes of the December 2015 meeting be accepted as amended; voted unanimously.**

**Sara motioned and Ed seconded to approve the minutes of the January 2016 meeting; voted 2-0, with David and Steve abstaining.**

**Treasurer’s Report**

See attached report. The Library ended 2015 with a little over $ 8,000 left unspent from fines and donations that were taken in.

Some budget lines in the January budget report are over 1/12th spent because it includes some annual bills paid every January.

David said he plans to come in every Tuesday to work on bills, etc.

**Director’s Report**

See attached report.

The required reports for the Annual Town Report have been turned in. Myra is working on the state annual report.

Myra proposed adding an additional shelving unit to the YA area. **Steve motioned and David seconded that Myra purchase a shelving unit for the YA area, to be bought with unspent 2015 funds; not to exceed $ 3,000; approved unanimously.**

Myra bought a subscription to enable the library to download up to 24 audiobook titles a year; she will purchase some MP3 players so the titles can be circulated to patrons.

**Warrant Article**

The Library will be presenting a warrant article at Town Meeting to increase the Assistant Director's position to full time and add more Wednesday hours. How we will present this will be discussed at the next Board meeting.

**Closing**

**Ed motioned to adjourn at 8:58PM. David seconded. Motion passed unanimously in the affirmative.**

The next meeting of the Board will be March 1st at 7:30PM.

Respectfully Submitted,

Steve Russo, Secretary Pro Tem