

Minutes Library Trustees meeting December 4 2019

Meeting called to order by President Art Bobruff 1:00pm

Attendance: Art Bobruff, Joyce Guinther, Greg Bruss Trustees, Alt Happy Callaway

Selectman Dick Hendl, Head Librarian Laura Pauling

Review Agenda Motion Joyce vote 3-0 yes

Review Minutes Motion Joyce vote 3-0 yes

Correspondence None

Public Comment None

**Selectman Report** : Dick reported that at the last Selectman budget meeting it was decided to give town employees a 3% cost of living raise in their salaries. This will be discussed during library budget discussion. Also Dick had received a committed quote for installation of AC in the Library also will be discussed later in meeting.

**Old Business:** there had been discussion about the cost of updating the current library computers. Laura reported from Paul C that I Macs would cost about \$1000 each. With cost to update service at \$160 Need to confirm with Friend that they will contribute \$1000 towards the cost. A motion was then made to authorize Laura to spend up to \$2,500 for this upgrade. Vote 3-0 yes

Laura will confirm with Annika what would be the best time for her to be able to attend Trustee meetings as the new alternate. Once that is known we will decide on change to the schedule as necessitated to allow all of us to attend.

Laura informed us that currently there is approximately \$400 of unused portion of budgeted wages still in the budget account. At the end of the year whatever is spent maybe reverted to the town as unspent.

**New Business** The 2020 Budget meetings are still to be scheduled. Joyce and Laura with work on the proposed budget as we discussed it, using last year's budget as a guideline with needed adjustments. Discussion on adding flex hours for assistant librarian going from 10-12 hours per week as needed.

Realizing that we are waiting for the formal budget hearings and discussion a motion was made to authorize Laura to proceed .. Art moves Joyce seconds vote 3-0 yes

Discussion was held on whether to move forward on the AC for the library bid of \$4200 to provide and install a 24k Mitsubishi cooling system for the library. After a discussion about how to pay for it, including a brief discussion of possibly asking for it to be part of the next year budget proposal . A motion was made by Joyce and seconded by Greg to take the \$4200 out of the CD which will be cashed in this March to pay for it, and not include it as part of the budget. Vote 2 yes- 1 abstain Art Dick will call the electrician to get us on his calendar.

**Financial Report** hard copy can be obtained by asking at Library main desk.

No representative of the Friends of the Library present to give a report.

**Head Librarians report:** Laura reported that currently 6 patrons seem to be using the new Kanopy service regularly. Still need to get the word out about this new offering by the library . Of the money originally budgeted \$230 remains.

Interlibrary loan software has finally been updated to make the system more efficient. Laura reports we now send out more books for ILL than last year. Patrons here are asking for ILL service at about the same rate as before. Patron use of the library overall is up slightly from last year, including the ILL numbers.

No announcements Will wait until we hear from Annika to set January meeting schedule.

Heartfelt thanks was extended to Happy Callaway for her long time patient service to the library as an alternate trustee.

Meeting adjourned at 2:18