

**Norton Public Library  
Meeting of the Board of Trustees  
Tuesday, December 8, 2015  
7:00 PM**

**Present:** Brian Stalters, Lee Parker, Herb Ellison, Robert Berg, Christine LeFort, Ken Perlow, Robert Keating, and Jill Mathieu

**Absent:** Lisa Daly-Boockoff and Carol Henson

**Clerk's Report:** The minutes from the November 10 meeting were reviewed. A motion to accept the minutes was made by H Ellison, seconded by R Berg and unanimously approved.

**Treasurer's Report:** The first half of state aid is in. The Treasurer's Report was reviewed and accepted. A motion was made by H Ellison to accept the Treasurer's Report. This was seconded by R Berg and unanimously approved.

**Reports of Special Committees:**

**Park Committee:** The lattice work may be completed in the spring.

**Salaries Committee:** The Salaries Committee will meet early next year.

**Trust Committee:** A meeting with the Balfour Trust advisory board has been scheduled for January 12 before the regular Board meeting.

**Director's Report:** A grant was submitted to Norton Media Center for 24/7 services. There is a new cleaning company. Several fun craft programs were held this month. The Friends broke a record with their fall book sale making \$2,700. There were 6,153 visits in November.

**Youth Services Librarian's Report:** L Parker and L Costello found creative ways to continue regular story times during December which is usually a break month. The Wheaton Work-Study Children's Room Assistants continue to help with organizing the craft closet, keeping the collection tidy and doing event set-ups. There were 12 children's programs during the month with 324 in attendance.

**Correspondence:** There was no correspondence this month.

**Old Business:** Dave Miller has submitted a proposal to clean up various projects for \$8,000. H Ellison made a motion that we approve the 5 year plan. This was seconded by K Perlow and unanimously approved.

**New Business:** On Dec 14 the Building Committee will come in for a tour of the building.

**Bills:** K Perlow made a motion to pay the bills which was seconded by H Ellison and unanimously approved.

**Next Meeting:** The next meeting will be held on Tuesday, January 12 at 7:00.

The meeting was adjourned at 8:10.

**List of documents used at the meeting:**

Clerk's Report

Treasurer's Report

Director's Monthly Report

Youth Services Librarian's Monthly Report

Long Range Plan

Respectfully submitted,

Jill J. Mathieu, Clerk

Brian Stalters, President