

**Norton Public Library  
Meeting of the Board of Trustees  
Tuesday, January 10, 2017  
6:00PM**

**Present:** Brian Stalters, Lee Parker, Robert Berg, Lisa Daly-Boockoff, Herb Ellison, Robert Keating, Christine LeFort, and Jill Mathieu

**Absent:** Carol Henson

**Clerk's Report:** The minutes of the December 13 meeting were reviewed. A motion to accept the minutes was made by B Stalters, seconded by R Berg and unanimously approved.

**Treasurer's Report:** The Treasurer's Report for December was reviewed. A motion was made by H Ellison to accept the Treasurer's Report. This was seconded by L Daly-Boockoff and unanimously approved.

**Reports of Special Committees:**

**Nominating Committee:** Christine LeFort introduced trustee candidate Patty Binegar, who observed our meeting.

**Director's Report:** The Library received a \$5,000 cable grant. The Blood Drive was a big success. A legislative coffee hour was held at the Library in December and Senator Timilty seemed very receptive to our concerns. The Veterans' display in both cases stayed up for the month of December. 5,756 people visited the Library in December.

**Youth Services Librarian's Report:** Storytimes continue to be well attended, with an average of just over 40 attendees per session this month. CFCE offered many of their regular programs including Play & Learn, Tot Time, Music and Movement and 3 sessions of Read & Rise. It was a busy month with 25 programs with over 500 in attendance.

**Correspondence:** L Parker read a thank you card sent to the library about library and CFCE programs.

**Old Business:** A quote of \$1,310 was received for the light fixtures outside and other light issues in the building. L Daly-Boockoff has started work on a grant from Balfour and the Board discussed what the grant should cover. B Stalters emailed drawings of the Library relating to the HVAC project and the design phase has begun. R Berg made a motion that old records be destroyed based on the retention schedule policy. This was seconded by H Ellison and unanimously approved. Library staff continues to clean up the attic.

**New Business:** Research has begun on a media drop which will be paid for by the Friends of the Library.

**Bills:** L Daly-Boockoff made a motion to pay the bills which was seconded by R Keating and unanimously approved.

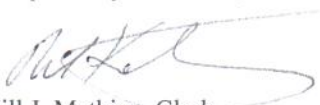
**Next Meeting:** The next meeting will be held on Tuesday, February 14 at 6:00.

The meeting was adjourned at 7:35.

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

Clerk's Report for December, Treasurer's Reports for December, Director's Monthly Report for December, and Youth Services Librarian's Report for December

Respectfully submitted,

  
Jill J. Mathieu, Clerk

  
Brian Stalters, President *Acting Pres.*