

**Norton Public Library
Meeting of the Board of Trustees
Tuesday, June 20, 2017
6:00PM**

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Present: Brian Stalters, Lee Parker, Lisa Daly-Boockoff, Herb Ellison, Christine LeFort, Carol Henson, Patti Binegar, Robert Keating, and Jill Mathieu

Absent: Robert Berg

Clerk's Report: The minutes of the May 9 meeting were reviewed. A motion to accept the minutes was made by H Ellison, seconded by R Keating and unanimously approved.

Treasurer's Report: The Treasurer's Report was reviewed. A motion was made by B Stalters to accept the Treasurer's Reports. This was seconded by H Ellison and unanimously approved.

Reports of Special Committees:

Park Committee: H Ellison and J Ellison planted the four planters and replaced plants that were stolen shortly thereafter. One of the other planters is cracked and being repaired by H Ellison. H Ellison, B Stalters, and R Mathieu met to look at what needs to be done to the trellis in the reading pavilion. B Stalters and his family will replace lights in the park.

Salaries Committee: The draft of the Director's Contract will be reviewed in Executive Session..

Director's Report: The Friends book sale in May raised \$2,990. B Stalters will install the new media drop which was purchased by the Friends. New cardholders were up 28% from last month. There were 148 in attendance at 7 May adult programs.

Youth Services Librarian's Report: A Storytime series on colors of the rainbow continued. LEGO Club, Pokemon Club, and the MOMS Club Playgroup have all continued to be popular programs. There were 14 children's programs in May with 410 in attendance.

Correspondence: The Library applied for a Technology Grant from Norton Cable Access and was awarded \$3,000 by the Cable Access Committee.

Old Business: The public WiFi needs to be updated. Equipment may not solve the issue and a line with increased bandwidth from Comcast may be necessary. B Stalters made a motion to upgrade to the Comcast Introductory Business Line for \$95/month. H Ellison seconded the motion and it was unanimously approved. This will only be done if the upgrade to the WiFi equipment doesn't solve the problem. B Stalters updated the Board about the HVAC system. He sent out plans to 3 people and got 2 responses with the highest being \$400,000. L Daly-Boockoff discussed the grant request. There is a November 1 deadline for the application.

New Business: L. Parker said she would discuss asking the Highway Dept. to clean and stripe the parking lot with the Town Manager.

Bills: B Stalters made a motion to pay the bills which was seconded by H Ellison and unanimously approved.

Next Meeting: The next meeting is scheduled for Tuesday, September 12 at 6:00. The meeting was adjourned at 7:35.

List of documents used at the meeting:

Clerks Report
Treasurer's Report
Director's Monthly Report
Youth Services Librarian's Report

Respectfully submitted,

Jill J. Mathieu, Clerk

Brian Stalters, President