

Norton Public Library
Meeting of the Board of Trustees
Tuesday, January 8, 2019
6:00PM

RECEIVED
NORTON TOWN CLERK
2019 FEB 26 P 4: 23

Present: Brian Stalters, Robert Berg, Lisa Daly-Boockoff, Lee Parker, Jill Mathieu, Christine LeFort and Patricia Binegar.

Absent: Herb Ellison, Robert Keating and Carol Henson

Clerk's Report: The minutes of the December meeting were reviewed. A motion to accept the minutes was made by Lisa Daly-Boockoff seconded by Brian Stalters and was unanimously approved.

Treasurer's Report: The Treasurer's report was reviewed. A motion was made by Lisa Daly-Boockoff to accept the Treasurer's report. This was seconded by Christine LeFort and unanimously approved.

Building Committee: The punch list of final details and repairs continues to be worked on by Coldmasters. Documentation and warranty to be requested, an additional payment against balance will be made.

In the event of 5 or more inches of snow a call will be made for snow removal from roof to prevent damming.

Protective cases locking thermostats are to be purchased and installed. Robert Berg made a motion to install 2 changing tables and amend bathroom partitions to accommodate changes. This was seconded by Christine LeFort and unanimously approved.

Director's & Youth Services Monthly Report: All supervisors received training in Blue Cloud Analytics. The Youth Services Librarian continues to develop in her role and program development. There were 4,194 visitors in December. There were 7 adult programs with 69 in attendance and 14 children's programs with 211 in attendance as well as 2 outreach programs with 34 in attendance.

Old Business: Fire alarm installation should be completed shortly.

New Business: Salaries committee to meet on Tuesday January 15 at 6pm for budget planning, including alternate budget scenarios (40, 45 and 50 hours) in preparation for MBLC changes to hours exemption for certification.

Bills: Christine LeFort made a motion to pay the bills which was seconded by Jill Mathieu.

Next meeting: The next meeting is scheduled for Tuesday, February 12, 2019. The meeting was adjourned at 7:50

Correspondence:

January 29 department head budget meeting

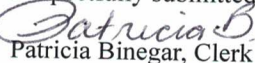
List of documents used at the meeting:

Clerks Report

Treasurer's Report

Director & Youth Services Monthly Report

Respectfully submitted,


Patricia Binegar, Clerk


Brian Stalters, President