

**Norton Public Library  
Meeting of the Board of Trustees  
Tuesday, November 17, 2014  
6:30 PM**

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

**Absent:** Carlton Moore

**Clerk's Report:** The minutes from the October 14 meeting were reviewed and accepted. A motion to accept the minutes was made by L Daly-Boockoff. This was seconded by R Berg and unanimously approved.

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

**Reports of Special Committees:**

**Park Committee.** H Ellison reported that 5 Wheaton students raked leaves for 2 ½ hours last weekend.

**Director's Report:** L Parker reported that the Friends second Jewelry Jingle raised \$560. Collection maintenance and weeding continued this week. Adults programs for 2015 are being finalized. Over \$3,000 worth of grants were submitted to the Norton Cultural Council this month. 6,685 people visited the Library in October.

**Youth Services Librarian's Report:** The new Jr. Friends club for youth in grades 4 – 7 has begun and the group already has 13 members. The former Teen Tuesday is undergoing a change and is now the new “Teen Friends” (grades 8 – 12) which will meet every other week. The “Fractured Fair Tales Book Club is growing. In October there were 21 participants, over half of whom were new members.

**Correspondence:** There is a capital budget request from Town Hall due Dec. 18. An invoice from Commercial Boiler was received and reviewed. The Southeastern Massachusetts Legislative Breakfast will be held Feb. 6 from 8 – 10am at the Library.

**Old Business:** K Perlow reported on behalf of the Nominating Committee that C Lefort and J Mathieu have agreed to remain on the Board for another term. K Perlow will contact another prospective member to replace Carlton Moore who has resigned.

B Stalters spoke with a representative from the American Red Cross regarding the stain in the Community Room and after reviewing what their protocol was along with the followup cleaning by Vanguard using virex, he is confident that procedures were followed correctly and that the small stain on the rug is due to the cleaning agents used. It was agreed that the Red Cross can come back in December to do another blood drive.

B Stalters met with a contractor to discuss the front doors and the community room doors. The contractor provide a quote to replace the front doors and use the locks from the vestibule doors. Handicap mechanisms will be placed on one of the front doors and one of the vestibule doors. B Stalters will ask for a quote from Strojny to do the same work. A motion was made by B Stalters to accept the lesser of the two quotes and get started on the doors. This was seconded by K Perlow and approved unanimously.

B Stalters spoke to Berry Insurance and Ora Andrews Insurance regarding liability insurance for the Board. This will be discussed at the next meeting.

**New Business:** There was no new business.

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

**Next Meeting:** The next meeting will be held on Tuesday, December 9 at 7:00 p.m.

The meeting was adjourned at 7:00.

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

Clerk's Report

Treasurer's Report

Director's Monthly Report

Youth Services Librarian's Monthly Report

Respectfully submitted,

Jill J. Mathieu, Clerk

Brian Stalters, President