

**Norton Public Library  
Meeting of the Board of Trustees  
Tuesday, January 13, 2015  
7:00 PM**

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

**Absent:** Herb Ellison, Ken Perlow

**Clerk's Report:** The minutes from the December 9 meeting were reviewed. A motion to accept the minutes was made by C LeFort. This was seconded by B Stalters and unanimously approved.

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

**Reports of Special Committees:**

**Nominating Committee:** R Keating nominated Carol Henson as a new Trustee. This was seconded by R Berg and unanimously approved.

**Director's Report:** L Parker reported that social media icons have been added to the evolving website. Summer reading planning is underway. The 2015 monthly adult program schedule has been completed and movies are planned for the next few months including weekly movies in March. Computer use was up 15% from last month and up 23% since December 2013.

**Youth Services Librarian's Report:** Stacy Lake's "Small Singers and Shakers" drew 64 participants in December. Fourteen uplifting books were added to juvenile fiction from donations in memory of Dorothy Martin, a retired 5<sup>th</sup> and 6<sup>th</sup> grade teacher.

**Correspondence:** Thank you notes from L Parker and from the Library staff were received. A letter from the Chief Executive Officer of the American Red Cross Connecticut and Massachusetts Blood Services Regions was received thanking the Library for hosting a blood drive during the holiday season.

**Old Business:** The new doors have been approved and installation will begin soon. The Capital Improvement 5 year plan was submitted last month. Director's Insurance will be purchased from Berry Insurance.

**New Business:** B Stalters suggested that the 2<sup>nd</sup> floor be cleaned up. This will involve someone from the Board, the Friends, and Library staff. There was a general discussion of the audit procedures and associated organizations.

**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 10 at 7:00 p.m.

The meeting was adjourned at 8:28.

**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