

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

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

Absent:

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

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

Reports of Special Committees:

Building Committee: B Stalters reported that there were 7 contractors who came to the pre-bid meeting on Wednesday, September 20, to receive more information about the HVAC system. Bids are due before Thanksgiving. Work will begin around mid-March and take about 8 weeks from start to finish, including what can be built offsite. The library will close during part of this time.

Director's & Youth Services Monthly Report: The Library opened on Saturdays after Labor Day and it was a busy month as some programs were shifted from October in anticipation of the possibility of the Library being closed for the install of the new HVAC. There were 135 attendees for 12 adult sessions and 310 attendees at the 8 children's programs during the month.

Correspondence: None.

Old Business: L Daly-Boockoff will be submitting the Balfour grant request before the due date of November 1. The 2018 holiday schedule was reviewed.

New Business: Congratulations to L Parker on becoming a member of the SAILS Board. L Parker distributed information about the Conflict of Interest summaries and online training to be completed by the Trustees.

Bills: H Ellison made a motion to pay the bills. The motion was seconded by L Daly-Boockoff and unanimously approved.

Next Meeting: The next meeting is scheduled for Tuesday, November 14, at 6:00. The meeting was adjourned at 7:00 p.m.

List of documents used at the meeting:

Clerks Report
Treasurer's Report
Director's & Youth Services Monthly Report
2018 Holiday Schedule
Conflict of Interest Mandatory Requirements – Summaries & Online Training

Respectfully submitted,

Jill J. Mathieu, Clerk


Brian Stalters, President

