Present: Herb Ellison, Bob Berg, Lee Parker, Christine LeFort, Ray Mathieu, Jill Mathieu, Lisa Daly-Boockoff, Brian Stalters, Carol Henson

Absent: Patricia Binegar, Robert Keating,

Clerk's Report: The minutes of the June meeting were reviewed. A motion to accept the minutes was made by Jill Mathieu and seconded by Bob Berg, and was unanimously approved.

Treasurer's Report: June report - ended up spending about $65,000 in materials to ensure we met 15% state mandate. August report - running below budget but haven't spent much for materials yet. SAILS payment has been made.

Bob Berg spoke to Mike from Castro, Thresher and Oliveira. Mike said it's somewhat unusual for us to have a full blown audit every year. He mentioned that other non-profits have a full blown audit every other year or every third year. He may bring up this option at a future Board of Trustees meeting. Mike also said we may want to have a second person on the Board to have a set of eyes on the financial statements who can access the funds if the treasurer was not available.

The June, July and August Treasurer's reports were reviewed. A motion was made by Herb Ellison to accept the Treasurer's reports. This was seconded by Carol Henson and unanimously approved.

Park Committee: Herb Ellison thanked everyone who came to help plant the planters at the beginning of the summer. The planters are filling out nicely. Chartley Landscape Management gave an estimate of $3,900 to refurbish areas in the library park, including pruning, removal, brush and cutback jobs, plant replacements, and tree removal. Bob Berg has put in a letter requesting a donation from North Easton Savings Bank to cover that expense. Brian Stal ters made a motion to fund the $3,900 and Herb Ellison seconded it, as we are fairly certain the bank will cover the expense and that work should be done before it gets too cold.

Director & Youth Services Monthly Report: Lee Parker discussed an accident that happened on library property. The Highway Department is arranging for a company to fix an area between the driveway and sidewalk and will have the bill sent to us.

Lee Parker reviewed the director and youth reports from June, July and August. Lee Parker also shared a report that she will give to the town manager for the annual report. She asked us to review it.

New Business: The Annual Meeting will be held on Tuesday, November 12 at 7:30 p.m. in the community room of the library, following the Trustees meeting at 6 p.m.

Brian Stal ters and Lee Parker were invited to attend a Charter Commission meeting on Oct. 22. All Trustees are invited to attend.

Oct. 20 - 26 is National Friends of the Library Week. Lee suggested we have something to thank them for their efforts. She will plan to have a brunch.

We went over the calendar for the upcoming year.

Jill Mathieu, Christine LeFort and Ray Mathieu have been elected to the Nominating Committee. Lisa Daly-Boockoff, Herb Ellison, Patti Binegar's terms are up this year. Lisa and Herb have agreed to serve on the Board of Trustees again. The Committee will ask Patti Binegar.
We discussed the faxing services currently offered by the library and we also discussed alternatives. Lee Parker will research the possibilities.

**Correspondence:** We received a letter from the Bank of America noting its office has moved down the block. We also received a card from the library staff thanking the Board of Trustees for its support.

A Norton resident emailed Lee Parker asked if we would be interested in donations of two paintings of Norton sites. The Board decided to accept the two paintings and we'll ask her to sign the art waiver we previously created.

**Bills:** Herb Ellison made a motion to pay the bills which was seconded by Jill Mathieu. Unanimously approved.

**Next meeting:** The next meeting is scheduled for Tuesday, October 8, 2019 at 6 p.m. The meeting was adjourned at 8 p.m.

**List of documents used at the meeting:**
Clerks Report
Treasurer’s Report
Director & Youth Services Monthly Report

Respectfully submitted,

Lisa Daly-Boockoff, Acting Clerk  
Brian Stalters, President

[Signatures]