

Brown Public Library
Board of Trustees
Minutes December 10, 2013

Present: Marsha Hoffman, Mark Combs, Julie Goodrich, Pamela Murphy, Kate Reilly-Fitzpatrick, John Stevens, Katie Wawrzyniak and Ruth Ruttenberg-Ruth attended late due to a doctor appointment.

1. Call to order – Marsha called the meeting to order at 5:02.
2. Minutes of November 19, 2013 – The minutes were presented and reviewed. Katie moved acceptance, seconded by Mark and unanimously approved.
3. Treasurer’s Report – The report was presented and reviewed by John. Katie moved acceptance of the report, seconded by Mark. All approved with John abstaining.
4. Library Director’s Report – The report was presented by Pamela. The family movie night was a success. The Christmas party is scheduled for December 14th at 2:00. The library will follow the same holiday closure schedule as the municipal office.
5. Friends of BPL Report – John reported the newsletter and Christmas cards are being mailed.
6. Youth Services position – Marsha reported receiving two applications for this position. A posting will go out on Craig’s list and Mark volunteered to contact Department of Labor.
7. Old business –

Mark will provide updated safety procedures at the next meeting.

Marcia will contact Town Manager Rob Lewis for the budget hearing schedule and will also check on the date as to when the information is required for the Annual Report.

Trustee Candidates need to have their petitions back to the town office by January 24th.

8. New business –

The six month review for the Library Director is approaching.

Marsha will check on the 2014 bi-annual report.

Marsha recommended approval of Rotary dues for Pamela to become a member. Marsha will work with Pamela to apply. Julie moved acceptance of the Brown Public Library sponsoring Pamela and paying the associated dues of \$150, second by Katie and unanimously approved.

Pamela volunteered providing updates to the Northfield News for the “Library Corner”. All agreed this was a great idea.

The ‘annual appeal’ has raised \$7,115 to date. Meeting adjourned at 6:00.