

Brown Public Library
Board of Trustees
Minutes November 18, 2014

Present: Julie Goodrich, Karen Grace, Kate Reilly-FitzPatrick, John Stevens, Katie Wawrzyniak.
Absent – Mark Combs and Ruth Ruttenberg

1. Call to order – Katie called the meeting to order at 5:00.
2. The minutes of the October 14th meeting were approved by John and seconded by Karen. Unanimously approved.
3. Treasurer’s Report – John reviewed the report. Karen moved acceptance of the report, seconded by Kate. All approved with John abstaining.
4. Library Report – Katie reviewed the written report provided by Sarah along with the Youth Stats for October. The board agreed that the Giving Tree is a great idea. Katie will inform Sarah to move forward. At this time the Board agreed not to amend policy relative to a fee charged to out of town residents. All Northfield residents, who pay property taxes in one way or another, will continue to receive a free library card.
5. Friends of BPL Report – John reported that Pat Nelson organized a group to attend story hour.
6. Old business –
 - The bill for the photocopier will be paid and a lease/purchase arrangement will be researched for further discussion in 6 months.
 - The Board received and reviewed a comprehensive report from Floyd Stuart relative to BPL Security and website issues.
 - Building – John reported that Chris Temple from DeWolfe Engineering looked at the roof and indicated it was not in dire need of repair. He said it should be kept shoveled but it is not condemned. His repair estimate is roughly \$25,000. He will provide plans and bids for further discussion. John will ask Jeff (Northfield Manager) about shoveling and salting the walk.
7. New business –
 - The appeal letter was signed by the Trustees. Thank you to Northfield Savings Bank for printing the letters. Katie will manage the mailing of the letters.
 - The Board agreed to have the Library follow the Town of Northfield holiday hours.
 - John is working on the insurance audit.
 - Mark Combs and Kate Reilly-FitzPatrick are due for reelection.
 - Safety regulations and procedures were tabled until next meeting.

The Board discussed the hiring process.

Meeting adjourned at 6:10, moved by Karen and seconded by John.

Next meeting is scheduled for December 9th at 5:00 in the Community Room.

Respectfully submitted,
Julie Goodrich