

Brown Public Library
Board of Trustees
Minutes July 8, 2014

Present: Katie Wawrzyniak, Mark Combs, Julie Goodrich, Karen Grace, Pamela Murphy, Ruth Ruttenberg, John Stevens and Kate Reilly-Fitzpatrick.

1. Call to order – Katie called the meeting to order at 5:00.
2. Minutes of June 10 – The minutes were presented and reviewed. Karen moved acceptance, seconded by Kate and unanimously approved.
3. Treasurer's Report – The report was presented and reviewed by John. Ruth moved acceptance of the report, seconded by Julie. All approved with John abstaining.
4. Library Director's Report – The report was presented by Pamela. Pamela voiced concerns about cleaning but will give the new town staff time to acclimate. Pamela reviewed the Meeting Law Notice. We have to show the meeting notice was given to the Town Clerk and posted on site and off site. Floyd Stewart will post the meeting notice on BPL's website. The minutes will also be posted within 5 days of approval. Ruth will post an informational piece on Front Porch Forum.
5. Friends of BPL Report – John had nothing new to report.

6. Old business –
The RB Technology proposal will be reviewed by the board and a vote will occur in August. Katie will email Rubin to inform them. The computer has not been returned by Henry.

Roof discussion followed. Karen made the following motion – Due to concerns brought forth by the engineer's report, the board of the library is concerned about potential harm to patrons and employees. For this reason, once snow has started falling this winter, we will close the front entrance of the library and move any materials in that part of the building to a safer location. This would require having everyone enter through the lower entrance (community room), until the necessary repairs have been completed and the building is deemed to be safe. Motion seconded by Mark and unanimously approved.

7. New business – John will make a list of building and grounds needs for the coming year and provide the information to the new Town Manager for the July 22nd meeting of the Select Board.

John suggested we hire whichever cleaning service is less expensive to launder the carpets.

An additional Chrome Box and other materials are on order.

The board agreed to purchase a Letter Board which will post the new hours. The cost is \$300.

8. Next meeting assignments-
John will draft a budget and schedule a meeting with the Budget Committee; Katie, Ruth and John.

Discussion followed relative to salaries. The Personnel Committee will meet and the proposed changes will be presented at the August board meeting.

With no further business Ruth moved adjournment, seconded by Julie, unanimously approved. The meeting adjourned at 6:20. Next meeting is scheduled for August 12, 2013 at 5:00 at the Community Room.

Respectfully submitted – Julie Goodrich