

Brown Public Library
Board of Trustees
Minutes September 9, 2014

Present: Mark Combs, Julie Goodrich, Pamela Murphy, Kate Reilly-Fitzpatrick, Ruth Ruttenberg (until 5:35), John Stevens, Katie Wawrzyniak. Absent –Karen Grace. Guests: Jeffrey Schulz and Brad Denny

1. Call to order – Katie called the meeting to order at 5:00. Guests, Jeffrey Schulz-Northfield Town Manager and Brad Denny were introduced. Jeff provided updates on the building concerns. The following items are specific recommendations assigned to the Buildings Energy Committee: The granite steps at the sidewalk, a new railing, the entrance steps, dormer/main roof, roof leak at joint, heating and ventilating controls, one of the exterior doors to the Community Room and the shed type roof. A bid has been received from DeWolfe Engineering. Jeff and John plan to meet with the consultants to review their plans. Brad indicated in 1999 when the addition was built a structural engineer did review the roof and repairs were made at that time. He reported on the heating component (Kohler and Lewis) and the windows which he would like to see the character preserved by removing all the lead paint and repainting. Brad is fairly certain there are grants available. Brad suggested we engage a contractor to estimate replacing the shed roof with a metal roof and to tell us what needs to be done to repair the seam. Jeff stated the Community Room would be cleaned by the current cleaning staff. The steps and rail entering the library have been repaired. Discussion followed about repairs to the door. Brad and the committee will continue with all of these items and report to the select board at tonight's meeting.
2. The minutes of the August 12th meeting were approved by John and seconded by Kate. Unanimously approved.
3. Treasurer's Report – John reviewed the report. The Labor Day Book Sale generated an impressive \$1,815.16, a record amount. Many thanks were expressed to Katie's leadership and hard work and to those who volunteered their time. Julie moved acceptance of the report, seconded by Kate. All approved with John abstaining.
4. Library Director's Report – The report was presented by Pamela. Looking for an additional intern to assist with calls. Kate asked if a background check is being done on students coming in through work study that are assisting with children. Follow-up to be done.
5. Friends of BPL Report – Judy D would like to get involved.
6. New business –
 - In accordance with Karen's request the board authorized purchase of a new sign depicting "BOOKSTORE" with an arrow to direct folks.
 - A new modem is forthcoming from Trans-Video.
 - Reminder to mark your calendars – The November meeting has been moved to November 18th.

Motion was made by John and seconded by Kate to move to executive session for purposes of discussing personnel matters. A motion was made by John and seconded by Kate to increase Sarah Snow's hourly rate by \$1.25. Unanimously approved.

Returned from executive session and meeting adjourned at 6:40.

Next meeting is scheduled for October 14th at 5:00 in the Community Room.

Respectfully submitted,
Julie Goodrich