

MINUTES OF BLAISDELL MEMORIAL LIBRARY TRUSTEES MEETING

June 2, 2016

Present: Eric Stern, Susan Medeiros, Laura Cottrell, Jennifer Phillips

The meeting was called to order at 7:15 p.m.

Policy Updating / Current Task: Eric continues to work with the Town Administrator to update the library personnel policy so that it is better aligned with the town policy.

Secretary's Report: The minutes of the May meeting were reviewed. Jen moved to accept the report as written. Laura seconded the motion. All voted in favor.

Treasurer's Report: Janet Hall provided the 2016 budget report, updated through May 16. The report was reviewed and discussed. Susan moved to transfer \$2,000 from the fine account to the checking account to cover anticipated overages in the materials budget. Jen seconded the motion. All voted in favor.

Susan moved to accept the Treasurer's Report as written. Laura seconded the motion. All voted in favor.

Library Director's Report:

The Director's Report was reviewed and discussed. The approval process for alternate trustee was discussed and clarified. Susan moved to reconfirm the nomination of Deb Merrick as alternate Trustee. Jen seconded the motion. All voted in favor.

Susan moved to add the Director's Report to the minutes. Laura seconded the motion. All voted in favor.

Old Business: Monthly tasks are now up to date including alarm inspection and carpet cleaning.

New Business: Jen moved to accept any and all donations. Laura seconded the motion. All voted in favor.

The meeting was adjourned at 8:06 p.m.

Next meeting: Thursday, August 4, 2016, at 7:00 p.m.

Respectfully submitted,
Laura Cottrell