

## MINUTES OF BLAISDELL MEMORIAL LIBRARY TRUSTEES MEETING

September 14, 2015

**Present:** Eric Stern, Allison Friend-Gray, Laura Cottrell, Deb Merrick, Allison Forte  
The meeting was called to order at 6:04pm.

**Policy Updating / Current Task:** The Circulation Policy was discussed. Eric would like to amend the policy so that a certified letter from the Selectmen will be mailed to a patron after his or her overdue materials incur at least a \$50 charge. (This is increased from \$15.) Deb motioned to amend the Circulation Policy to reflect Eric's suggestions. Laura seconded the motion. The motion passed. The other policies – Technology, Display, and Exhibits – were tabled until the next meeting.

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

**Treasurer's Report:** The budget was discussed and explained. Overall, the budget is on track and is in good fiscal shape.

### **Library Director's Report:**

- Eric requested we spend up to an estimated \$576.02 on an art display system, using money from either the fine account or donation account. It was discussed and agreed that Eric should pursue purchasing such a system.
- Eric explained changes in 2016 library hours. After discussing proposed changes with staff, the library will be open Wednesday and Thursday evenings starting next year. This will allow Wednesdays to remain a late evening (as it stands now).
- Eric pointed out Chilton's Online Automotive repair database as a possible subscription at \$600 per year; the trustees will consider adding it as a resource at a later time.
- Eric has gone through the budget and made notes about suggested changes for next year. He will send this information out to the Trustees. Eric will submit his suggested changes as preliminary numbers to the town manager to show where the library is heading with the budget.
- Laura moved to add the director's report to the minutes. Deb seconded the motion. All voted in favor.

**Old Business:** The handicapped accessible ramp at the Old Town Hall is still in need of repair. Eric will continue to check in with the town regarding this issue. Fall cleanup will be October 17<sup>th</sup> in the morning; some weeding has already been done.

**New Business:** Monthly tasks are up to date. Eric suggested we focus on the budget at next meeting. The director's evaluation should happen in September or October. An exterminator was brought in to address a yellow jacket infestation at the front of the building. Carpenter ants,

rodents, and termites were also identified as concerns; Eric will pursue a second opinion before spending funds to address the termites.

The meeting was adjourned at 6:58pm.

Next meeting: Monday, October 5<sup>th</sup>, 2015, at 6:00pm.

Respectfully submitted,  
Allison Friend-Gray