

Philbrick-James Library
Meeting of the Board of Trustees
September 10, 2012

Present: Joan Bilodeau, Eve Hazen, Chris Carr, Mal Cameron, Dee Jones, and Librarian Evelyn DeCota

Old Business: Ben Averell gave the library a check for \$168.13, the amount leftover from his walkway project. We gave him our thanks again and encouraged him to make a brick with his name, date, and Eagle project as part of the walkway to the garden.

Secretary's Report: accepted

Treasurer's Report: As of August 31, 2012:

Checking Acct. \$39,454.98 Saving Acct. \$38,894.98

Report accepted

Correspondence: Passes up for renewal:

Museum of Fine Arts, Boston (15 @\$2.86=\$42.90)

SEE \$75

McAuliffe-Shepard Discovery Center (\$250)

All passes approved

-Girl Scout Sneaker Project: old sneakers will be recycled by Nike to make playground material. Collection box will be at the library

-Allison Barnes, a Coe-Brown student, is collecting school supplies for students in Afghanistan to be distributed by American soldiers stationed there. Collection box will be the in library.

Technology: Chris Carr

One chair and a table are still needed for main floor; he is still working on one computer. Steady State will be involved.

Programs

Summer Reading Program: 48 signed up; 32 completed the reading (highest percent ever)

Repairs

Water cooler is fixed

J. R. Therrien and slate roof repair. All agree repairs need to be done before winter. Claudia will apply for a Moose Plate Grant for property improvement for roof and front porch repair. She will call Therrien to get on his schedule and take funds from Checking Acct. so we can proceed. Front step repair is on hold until Don Tordoff is well. Phil Bilodeau is looking for a small amount of Supersand for the temporary fix.

Frank LaValliere and outdoor motion light problem. Eve called, but never got a response. OZZ Electric and front step light. They are aware of the problem and will evaluate the old fixture, which will probably need replacement.

Old Business

-Library is now in possession of a First Aid Kit, per the Safety committee

-As soon as we put up a new bulletin board, the library will be posting town information.

Chris will take pictures of the bookcase and post them in the Forum. Hopefully, someone will take it and the new board will go up.

-Book and Bake Sale was a huge success. Chris thanked all the volunteers. We made

\$400 profit. And with Chris and Jill's help, we have made \$1250 since last October with Online sales.

-Shelving:(see diagram with agenda) New shelving is proposed for downstairs area.

We voted to increase the equipment line in the budget to \$2750 to cover the \$1763.20.

-Friendship Garden/Park: Joan and Eve have been researching fencing and a gate in order to create an entrance into the garden area. An aluminum rail fence with an antique design was favored, but discussion continued about the need for a gate. A fence consultant comes next week and further questions will be asked. We received a \$100 donation for the garden from the Deerfield Women's Club.

New Business

- Joan requested that Evelyn Email the Trustees an agenda prior to meetings.

-Patron Behavior and Unattended Child policies/tabled till next meeting

Maintenance line item: Joan suggested Mike Driscoll should be in charge of all maintenance issues so that one person could see that all ongoing repairs, annual checks on equipment, and other building concerns are accomplished in a timely manner. Joan has spoken to Mike and he agrees. Evelyn will make a list for Mike of all ongoing maintenance issues throughout the year, and Mike can make a written report to the board whenever necessary. Minutes of the Board Meeting will be sent to Mike as well.

Meeting adjourned 9:10 PM

Respectfully submitted,

Dee Jones

Next meeting: October 1, 2012