

Philbrick-James Library
Meeting of the Board of Trustees
December 3, 2012

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

Meeting called to order: 7:07 PM

Secretary's Report: Corrected to read:" Our building is entered into the National Registry of Historic Districts." Accepted as corrected.

Treasurer's Report: Checking Account: \$42,546.39
Savings Account: \$39,245.59
Report accepted.

Correspondence: Thank you note from Newfield Library for books.

Programs: Skywatch was a huge success. Six astronomers attended 26 total.
Deerfield Preschool program also well attended 42 participants.

Repairs:

Roof: (Claudia) No calls have been returned. Claudia will continue to try to make contact.

Front steps (Joan) Two estimates were distributed to members. Don Tordoff's estimate is for the step repair only, as we requested. He indicated there would be no charge for his supervision of the project. Total estimate: \$9,760.00. Wesfield Construction (Mike Momaney) submitted a detailed professional assessment of the entire building which indicated many more extensive needed repairs (pictures were included). This company is approved by the National Joint Powers Alliance which means that the bid process may be legally by-passed, saving considerable time. Total estimate: \$29,503.

Discussion included;

- repairs due to safety issues should be addressed soon
- selectmen should be notified and given copies of estimates before their next meeting since they have taken responsibility for the maintenance of the building
- possible warrant article for the project in next election cycle. (George B. White building repairs cost \$70,000 necessitating two warrant articles)
- community needs to understand the problems and the cost of solutions available
- library is 99 years old next year; it needs some long overdue serious attention

Action taken: Joan will discuss the additional concerns and the revised estimate with Steve Barry, selectmen chair.

Front sign: It has been ordered by Friends of the Library.

Old Business:

Bulletin Board (Eve): measurements have been taken and it should appear soon.

Maintenance Schedule: a work in progress. Joan and Evelyn will meet with Mike Driscoll to discuss any issues that need to be addressed with the new hire.

Trust funds/Building fund: so far, research does not indicate that funds were specifically designated for the establishment of a new building, but rather as needed for building maintenance.

New Business:

Mike Driscoll has given notice; his last day will be December 31. He will be greatly missed. Evelyn will be working with the town to make a definitive job description. This is a 20 hour a week position; 10 hrs. library /10 hours town.

MBC Hearing – Saturday, December 8th. Evelyn will Email time.

Holiday pay policy for library personnel will be same as town policy.

Next meeting: January 7, 2013

Meeting adjourned: 8:25 PM

Respectfully submitted,

Dee Jones

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