

**Philbrick-James Library
Meeting of the Board of Trustees
March 2, 2015**

Present: Chris Carr, Anne Deely, Dana van der Bijl, Linda McNair-Perry, Janice Clark, and Library Director Evelyn DeCota **Absent:** Mal Cameron and Maureen Mann

Meeting called to order at 7:12 pm.

Secretary's Report

The minutes from the last meeting were accepted as written.

Treasurer's Report

Checking: \$25,502.17 **Savings:** \$38,926.06

Librarian's Report

Professional Development - Evelyn ordered Booklist (professional review journal) for ~\$150/year.

Humanities to Go Programs for 2015 - Stone Walls (September) and **Uprooted** (May) were both approved. The Board authorized payment of the \$50 application fees (\$100 total).

Repairs - Waterproofing of the front steps. Linda will call Dana Gourley (subcontractor for Wesfield) to ask about appropriate materials and an estimate.

The oil delivery company asked that we **make sure the path to the oil tank is cleared.** Evelyn asked **East Coast Signals** to add that to their list of places to clear when it snows.

Old Business

Book Drop – Still not rotated due to the amount of snow that has fallen.

Architectural Rendering – The conservator's invoice for \$70 has been paid. A Letter of Intent has been sent regarding the Moose Plate grant, along with a brief explanation of the situation. The Cultural Resources librarian responded quickly and asked that we change the wording to reflect that the drawing would be *conserved* (instead of *stabilized*) and that it would be *digitally copied* so the digital copy would hang instead of the original, one of a kind artwork (which must be preserved and stored flat).

Evelyn will send a revised Letter of Intent before 3/14. She will also ask for an estimate of how much the digitized copy will cost (in addition to the conservation).

New Business

Reminder to vote on March 10th.

Meeting adjourned at 7:39 pm.

Next meeting will be held on April 6, 2015 at 7:00 pm.