

**Philbrick-James Library
Meeting of the Board of Trustees**

DRAFT Minutes - January 4, 2016

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

Absent: Dee Jones

Meeting called to order at 7:04 pm.

Secretary's Report

The minutes from the last meeting were accepted as written.

Treasurer's Report (Draft)

Checking: \$33,010.95 **Savings:** \$49,605.15

Librarian's Report

Correspondence

McAuliffe-Shepard Discovery Center Pass Renewal: Expires 1/31/16 for **\$250**. The board voted to renew.

Department of Environmental Services – Public Water Supply Enquiry – Evelyn spoke to Mr. Willis, who said there was a private citizen who was concerned about the water supply at the library. Evelyn was asked about how we handle water, and she told them that we have bottled drinking water delivered and make it available to patrons and employees. A review was performed to determine the level of use. We are not subject to regulatory oversight because we don't meet the public water usage threshold.

The Board would like to know if there is anything we should know about the water. Evelyn will contact Mark Tibbetts to see when it was tested last. She will post signs reminding patrons that there is bottled water available for consumption.

Technology

Evelyn will give it some more time, but so far does not see the benefit of having a **second monitor**.

The **new printer** is working well. When the time comes, the patron printer will be replaced with the same model.

Jill Carr took one of the **patron computers** to be repaired/reinstalled.

Repairs

Evelyn will get an estimate for the second railing for the inside stairway. The upstairs attic railing and brackets appear to be the same as the current railing/brackets and may be utilized. The board authorized \$350 for the job.

Old Business

Continued discussion regarding the needs of the library.

New Business

MBC Public Hearing – Tuesday, 1/12 – 7 pm at Town Hall.

Meeting adjourned at 7:54 pm.

Next meeting will be Monday, **February 1, 2016 at 7:00 pm.**

Respectfully submitted by Dana van der Bijl