

**DUXBURY FREE LIBRARY
BOARD OF TRUSTEES
MEETING MINUTES
November 13, 2014**

Members Present: Donna Ryan (Chair), Laura Sullivan, Brooke McDonough, Elane Mutkoski, and Lamont Healy

Staff Present: Carol Jankowski (Director), and Deborah Killory (Administrative Assistant)

The meeting was called to order at 8:05 am in the Setter Room at the Duxbury Free Library.

Ms. Ryan said that this special meeting was called to address a single item: the acceptance by the Library Trustees of a gift from the Duxbury Free Library Incorporated Board. Ms. Jankowski presented a check for \$30,000 to the Trustees on behalf of the Incorporated Board to pay for the design component of the Reading Garden Entrance Project.

Moved by Ms. Sullivan, seconded by Mr. Healy, to accept the gift of \$30,000 from the Duxbury Free Library Incorporated Board for the design component of the Reading Garden Entrance Project.

Vote: 5 – 0 in favor

On Monday night, November 17, the Selectmen are slated to sign a contract with RDLA for the design component of the project.

Paula Harris arrived at 8:13 am

Ms. Mutkoski will meet with the Town Accountant to set up a designated account for the money. She and Mr. Healy will have signing authority on the account. Ms. Harris noted that the money will be held by the Trustees and that her concern has been resolved. She was not concerned with the process.

Moved by Ms. McDonough, seconded by Ms. Healy, to accept future funds from the Duxbury Free Library, Inc., Board for the Reading Garden Entrance Project.

Vote: 6 – 0 in favor

Ms. Jankowski noted that the Town Manager had asked for a copy of the contract and told her that he will shepherd the contract through the Selectmen's meeting; there was no requirement for anyone from the Library to attend. The Library roof project contract will also be signed at that meeting. Mr. Healy said that he plans to attend the meeting.

Moved by Ms. Harris, seconded by Ms. McDonough, to adjourn at 8:30 am.

Vote: 6 – 0 in favor