

GEORGE HOLMES BIXBY MEMORIAL LIBRARY

Minutes of the Meeting of the Board of Trustees

06 January 11

Attending: Andy Paul, Chair, Nancy Hibbard, Gloria Normile and Mike Petrovick with Carol Brock, Director.

The Chair called the meeting at 7:10.

The minutes of the December meeting were approved as published.

There was no Treasurer's report.

Announcements: The Chair noted the Town's budget committee meeting on the 10th for revision (see 2011 budget below). We are awaiting a letter signed by all Selectmen on meeting policy in Town buildings.

Librarians' report: The circulation report was reviewed and will be filed with these minutes. It was noted that the Library has purchased 434 adult books this year. Carol has received a quote of \$700 from Tom Clark for a diagnostic camera look at our water problem in the lower loo. After discussion, it was agreed that Mike would draft an agreement which would provide us with a diagnostic review and DVD record of progress to the source of the problem. This agreement to be signed by Tom Clark. With these conditions, on motion made and seconded, it was unanimously

VOTED: Upon receipt of signed agreement, to expend building funds for Mathewson's diagnostic survey not to exceed \$700.

Carol reported that our fire alarm system is now with Capitol Alarm. Keys and codes are in her drawer at the Circulation Desk. She will follow up on our query about the elevator alarm. Mike will check on cost of a crash bar at the front door.

Library programs in December were most successful. Heidi's movie series has started on Tuesday evenings. The Joan Hanchett Nature Series will continue on January 28th with a program on bees.

2011 Budget: The Budget Committee has asked us to cut our proposed budget to the 2010 appropriation. The reality is that we must increase our proposal for electricity (which will total closer to \$5,500 this year) and for our service contracts (partially paid for in 2010 by gifts). The Director proposed an adjustment in payroll would still cover current staffing needs and agreed to halve the professional development line. Cuts in the books line (-\$500) and in magazines we will hope to make up through gifts and fund raising. Agreed that custodial can be cut some with twice monthly cleaning. Paula will review our agreement, Carol will forward revision to all, Andy will advise Budget Chair and will attend the Jan 10th meeting.

Outdoor Lighting: Harrington Electric will install the post and lantern in the Spring. Mike is following the project.

There was no public comment

There was no further business

The meeting adjourned at 9:10.

A true record

Nancy Hibbard, Rec Sec