

**LEE PUBLIC LIBRARY BOARD OF TRUSTEES' MINUTES**  
**NOV. 9, 2016 AT 5:00 AT THE LEE PUBLIC LIBRARY**

Present: Trustees Annie Gasowski, Peg Dolan, Katrinka Pellecchia, Bruce Larson and Library Director Ruth Eifert.

Minutes of Oct.12, 2016 accepted

Treasurer's Report of October 2016 accepted. There is \$4872.08 in the operating budget, \$3338.30 in the non-lapsing account and \$6192.69 in the CD.

Library Director's Report: In October the library had the highest number of individual visits in one day. Tina Sawtelle had a flower arrangement program and there was a children's' turkey craft drop-in program. The new furnace was installed and new gutters and siding installed in the back. The library has a new contract with World Books to take weeded or discarded books.

**OLD BUSINESS**

- Facility Needs Analysis: The trustees will have the final draft from the engineer by Nov. 22. The engineer reported verbally that the building was structurally sound and will have more details in his written report.

**NEW BUSINESS**

- Select Board Meeting: On Nov. 21 the trustees will meet with the Board to discuss staff salary and COLA. The trustees are asking for a 5% raise for the staff.
- CIP: There is \$5500 in the CIP for library furniture. No new money has been put into the Library Capital Reserve Fund.
- Policies: The Trustees will vote on the revised Holiday Policy at the December meeting.
- Friends of the Lee Library Update: Deb Sugerman is the new Chair of the Friends. The Friends recently sponsored the flower arrangement program by Tina Sawtelle. They will meet four times a year on the first Tues. of the month. There will be no Holiday Concert this year.
- Trustees Recruit: The trustees continue working to identify potential citizens for the two openings that will be available in March with the resignation of Bruce Larson and Peg Dolan.

Meeting adjourned at 6:25 PM. Next regularly scheduled meeting Dec. 14 at 4:00 PM at the library.