

Upton Town Library Board of Trustees  
Memorial School Teachers' Room  
July 2, 2012  
Minutes

The Upton Town Library Board of Trustees' regular monthly meeting was called to order at 7:03 p.m. Those in attendance were: Matthew Bachtold, Charlotte Carr, Judith Katz, Katie Kelley, John Minnucci, John Robertson, Jr., Linda White and Laurie Wodin.

A motion to "accept the agenda as amended" was seconded and passed unanimously.

A motion to "accept the Secretary's minutes from June 4, 2012, as written" was seconded and passed unanimously.

A motion to "accept the Treasurer's report as written" was seconded and passed unanimously.

Matthew informed the Board that the payroll system is changing. Matthew will now submit hours to the Town Treasurer. The number of vacation and sick days will now be tracked and posted on the employees' pay stubs. A question arose about whether it is a legal requirement for our independent library board to continue to sign the payroll vouchers. Matthew will check with the Town Accountant about this.

The library received a donation of \$300 from the family of Aimee Purdy Wilson.

A motion was made "to put the money received from the family of Aimee Purdy Wilson into the fund bearing her name." This motion was seconded and passed unanimously. Charlotte will compose a thank you letter to Aimee's parents from the Board of Trustees.

Judith shared her list of suggested improvements for the library:

- Paint walls
- New floor in bathroom
- Replace carpeting
- Replace ceiling
- Install new drapes
- Replace lighting
- Replace circulation desk
- Re-paint radiators

There are three options for library renovations:

1. Address a few cosmetic items
2. Do significant repairs
3. Reconsider how library is arranged

After a discussion, it was suggested:

1. The Town Manager should be approached with the list.
2. Cost estimates should be found for each item.
3. A discussion should be held about whose responsibility it is to pay for repairs/improvements to the library.

It was reported that the Selectmen are looking into the possibilities for town use for the property that is for sale behind the library.

The Friends of the Library raised \$1200 from the Men's Club Auction.

A letter of gratitude will be written to the Friends for all their work on behalf of the library.

A discussion was held regarding the summer reading program.

Matthew voiced concerns over the new Evergreen System and its response time.

A "motion to adjourn at 8:40 p.m." was seconded and passed unanimously.

Respectfully submitted,

Charlotte Carr, Secretary

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