

Shedd Free Library
Board of Director's Meeting
October 1, 2015

The meeting was called to order at 5:00 by Chairman Pat Liotta. Jo Ellen Wright, Brenda Gilliland, Al Bruno, Colleen Whitney and Becky Dulac in attendance.

Comments from the Public: Jo Ellen has had several positive comments on the pergola.

Secretary's Report: Accepted as printed and filed.

Treasurer's Report: Colleen passed out copies of the Expense Budget and Monthly income and expenses

- Colleen reported that the town needs \$73.75 back as they had given us too much originally. No one was clear on what this was all about so Colleen will meet with Deb at the Town Office so they can figure it out together.
- Some question with billing from Eversource, Jo Ellen will call Eversource and have Colleen's name added to the list of library people that it's OK to speak with about billing matters.

Correspondence: None

Librarian's Report:

- Ed Weldon: We still have to determine the paint color to make repairs. If we don't have a can of old paint in the basement the color can be determined by taking a paint chip to the store.
- Bob Bachand: Pat asked Jo Ellen to keep contacting Bob to get the amount of the bill and septic map.
- Book Sale: Jo Ellen said she is no longer able to be in charge of the book sale. We asked what that involved. It was suggested that we form a committee to help Jo Ellen with the sale so she doesn't need to be the one in charge.
- Lisa: Jo Ellen relayed that Lisa has done a lot of extra work for the library in data entry to meet state requirements. She requested that we give Lisa a \$100 gift certificate this year instead of the usual \$50 we give her as a token of thanks for her working on Wednesdays for us. Trustees decided to give Lisa \$100.
- Prison Industry: we are still interested in having the prison make 2 wall display shelves for young adult literature and a shelf to replace the DVD shelf in the front of the library. Becky will contact Laura to see how she would feel about using her Dad's donation money for the shelving. Jo Ellen will take the existing shelf to the prison to see if they can make two taller and narrower to fit at the ends of our big shelving units.
- The Friends: Cookie sale last summer was a huge success, we decided to package the cookies the same way for the Christmas Fair. Notices will be put on the Library door and at Church asking for Holiday cookies (2-3 dozen) and Jewelry. We will package the cookies at Pat's on November 20th, 6:00.

- Brenda and Sue: We all expressed how sad we were that Brenda will be retiring in December, however we were happy to consider Sue Toczko stepping into Brenda's position. Pat checked our bylaws and also with the State Library Association to see if we needed to advertise the position. The answer was no, it is up to the Trustees to hire. As a group we decided to appoint Sue to Brenda's position and Brenda will become our substitute. This should be a seamless transition as each is well versed in the other's position and we are all happy to have Brenda continue to be with us and to have Sue as Assistant Librarian.
- Alternate Trustees: Brenda will become one of our alternates, we need one more.

Unfinished Business:

- Jim Grave's memorial donations and acknowledgement of gifts- Becky will send out tax acknowledgement of gifts after Colleen gets bank records to determine who has given and the amounts.
- Pergola – stain – plantings: we will wait until spring for the second coat of stain and for plantings
- Budget: Trustees will meet Nov. 5th at Pat's house to go over budget.
- Next meeting date: December 3, 5:00pm

Meeting adjourned 6:30

Respectfully submitted,
Becky Dulac, Secretary
Shedd Free Library