

ADAMS FREE LIBRARY
BOARD MINUTES – September 20, 2018

Chairman Jim Loughman called the meeting to order at 5:03 p.m. in the Trustee Board Room. Present were trustees Brian Bishop, Virginia Duval, Anita Jamros, Karen Kettles and Eugene Michalenko. Also present was Library Director Holli Jayko.

Secretary's Report: Eugene Michalenko made a motion, seconded by Brian Bishop, to accept the minutes of the August 16, 2018 meeting as presented. The motion carried 5–0. Virginia Duval abstained.

Treasurer's Report: Library Director Holli Jayko summarized the recaps of the town budget and trust funds interest income account. Anita Jamros made a motion, seconded by Virginia Duval, to accept the Treasurer's Report. The motion carried 6-0.

Unfinished Business: Chairman Jim Loughman brought up the Columbus Miller Fund. He has looked into a new Trustee. There are a few things that need to be done before a new Trustee can be appointed, including applying for a new Tax ID number. Some discussion ensued. In the end it was decided that Trustee Karen Kettles will contact our Tax Service and the representative at TD Bank.

New Business:

Library Director's Report:

There are a few new safety measures that have been installed as per conversations with the Chief of Police.

The Director reported that the second half of the State Aid – Financial Report is complete. The Library will be filing a waiver, even though we have seen an increase for FY19 the library budget is still below the MBLC expected budget for the MAR.

October 30th Jeff Belanger will be presenting "Ghosts and Legends" at the Library. He is best known for his series on PBS "New England Legends," and "Ghost Adventures" on the Travel Channel.

The Director put forward a request to close the Library for Nov 24th, the Saturday after Thanksgiving, and to be open a half day, 10am-1pm, on December 24th. Virginia Duval made a motion seconded by Karen Kettle to approve the November 24th closing and the half day for December 24th. The motion carried 6-0.

The Paint and Sip was well attended and \$230.00 was raised at the event. We used the money raised to purchase 2 new Hotspots.

The Library had a table at the Live Well Expo at the Visitors Center today. September is Library Card Sign-up month. We brought a HotSpot and the laptop and were able to sign up 7 new patrons at this event.

The BOS ratified our recommendation to hire Tanya Guerin as the new part-time Library Aide.

The quote, for a small amount of asbestos abatement, came in at \$1,725. This is a needed abatement as the pipe underneath will need repairs.

Reports of Committees

Investments [quarterly Jan, April, July, Oct]: Tabled until January.

Building Maintenance: Brian Bishop reported that the Fire department came over on their drill night and put up the flagpole. Jack Tarsa and Gill Duval helped us strip and repaint the uprights. There were a couple of veterans in attendance who raised the flag for us. The Boiler was serviced and the breaching was replaced. Windows on second floor are leaking due to heavy rainfall, this is then leaking into the Children's room and Teen Center ceiling. We are working on the problem.

Friends: Anita Jamros reported the Friends Book Sale brought in over \$3,000.

Public Computer Maintenance: none

The next meeting was scheduled for October 18, 2018 at 5 p.m.

With no further business, Anita Jamros made a motion, seconded by Brian Bishop to adjourn at 6:11 p.m. The motion carried 6-0.

Respectfully submitted,

Holli Jayko

Holli Jayko, Library Director and Trustee Secretary