

**ADAMS FREE LIBRARY  
BOARD MINUTES – November 15, 2018**

Chairman Jim Loughman called the meeting to order at 5:02 p.m. in the Trustee Board Room. Present were trustees Brian Bishop, Virginia Duval, Anita Jamros, and Eugene Michalenko. Also present was Library Director Holli Jayko and iBerkshires reporter Jack Guerino. Absent was Trustee Karen Kettles.

**Secretary's Report:** Virginia Duval made a motion, seconded by Brian Bishop, to accept the minutes of the October 18, 2018 meeting with the typo corrected. The motion carried 5-0.

**Treasurer's Report:** Library Director Holli Jayko summarized the recaps of the town budget and trust funds interest income account. Virginia Duval made a motion, seconded by Anita Jamros, to accept the Treasurer's Report. The motion carried 5-0.

**Unfinished Business:** Columbus Miller Fund. Jim Loughman had nothing new to report, Karen will update us at the January meeting.

**New Business:** None.

**Library Director's Report:**

Library Director Holli Jayko went over FY2018 statistics; comparing circulations with the number of people using the library. She also compared the first four months of FY2018 to the first four months of FY2019.

She invited the trustee board to the Holiday Party (Dec. 12th) and announced the Friends Small Town Holiday Sale Saturday, December 8<sup>th</sup> from 10-1 in the Lower Annex.

**Reports of Committees**

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

**Building Maintenance:**

**Friends:** Anita Jamros reported that the Friends meet next week, November 20, 2018.

**Public Computer Maintenance:** None.

The next meeting was scheduled for January 17, 2019, at 5 p.m.

With no further business, Eugene Michalenko made a motion, seconded by Virginia Duval to adjourn at 5:15 p.m. The motion carried 5-0.

Respectfully submitted,

*Holli Jayko*

Holli Jayko, Library Director and Trustee Secretary