

**ADAMS FREE LIBRARY
BOARD MINUTES – March 24, 2022**

Chairman Jim Loughman called the meeting to order at 4:05 p.m. in the Trustee Board Room. Present were Trustees Brian Bishop, Virginia Duval, Eugene Michalenko and Lynn Rhoads. Also present was Library Director Holli Jayko. Absent Trustees Karen Kettles.

Public Comment: None.

Secretary's Report: Virginia Duval made a motion, seconded by Eugene Michalenko, to accept the minutes of the February 24, 2022 meeting. 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. Eugene Michalenko made a motion, seconded by Lynn Rhoads, to accept the Treasurer's Report. The motion carried 5-0.

Unfinished Business: Eugene, as Trustee of the Miller Fund, has been looking into the investing options for the Miller fund. He is looking at the option of investing the funds himself with help from an accountant to meet the reporting demands of the court. He has found that on average the cost for an investment firm would be 1% of the principle. In past practice, trustees of the fund were responsible for investing it. He will seek further guidance on this subject.

New Business: None

Library Director's Report: Interviews for the part-time library aide position have been completed. Town Budget meetings have begun. Our capital request has been submitted. It may be that in order to get a new heating system or furnace, we will have to apply for a loan and this will have to go through Town Meeting. The cost estimate for the repair of the rooftop urns came in at just over \$8,000. After some discussion, the Trustees requested a quote on the removal of the urns and proposed we revisit this topic at our next meeting.

Reports of Committees:

Investments [Jan, May, Sept]:

Building Maintenance: Brian reported that our priority is to be sure we have heat next heating season. We are probably going to have to just replace the boiler. In order to change out the system for a more energy efficient one, it will need to be engineered. We do not have the time or funds to go this route. Selectman John Duval, Town Administrator Jay Green, the Library Director and Brian have a meeting on Monday to discuss options for replacing the boiler.

Friends: Lynn reported that the Friends met on March 15, 2022. They plan to have the Book Sale on August 24-26 of this year. They approved Children's Librarian Juliana Matthew's Summer Reading Program funds request. They are having Author Dennis Pregent, a native of Adams, present his new book at a program in May.

Public Computer Maintenance: We are still waiting on the four new wireless access points from CWMARS.

Announcements and Good of the Order:

The next meeting is scheduled for May 12, 2022, at 4 p.m.

With no further business, Brian Bishop made a motion, seconded by Eugene Michalenko, to adjourn at 5:10 p.m. The motion carried 5-0.

Respectfully submitted,

Holli Jayko

Holli Jayko, Library Director and Trustee Secretary