

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

Chairman Jim Loughman called the meeting to order at 4:02 p.m. in the Trustee Board Room. Present were Trustees Virginia Duval, Eugene Michalenko and Lynn Rhoads. Also present was Library Director Holli Jayko. Absent Trustees Karen Kettles and Brian Bishop.

Public Comment: None.

Secretary's Report: Virginia Duval made a motion, seconded by Lynn Rhoads, to accept the minutes of the December 2, 2021 meeting. The motion carried 4-0.

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 Virginia Duval, to accept the Treasurer's Report. The motion carried 4-0.

Unfinished Business: Eugene, as Trustee of the Miller Fund, was in touch with Sean LeBlanc about investing the principle of the Miller Fund. The fee involved will be one percent. He had some questions about his role and whether he should be bonded. According to Jim, "It is not necessary as Eugene was appointed without the need for surety on his bond by the Library Trustees." Eugene will be responsible for filing an accounting with the Probate Court with the help of the entity investing the funds.

New Business: None

Library Director's Report: The part-time library aide position has been posted. Our State Aid waiver request was approved and the first half was deposited with the Town in the amount of \$10,152.49. The Library Legislative Breakfast sent us a thank you for your donation to help with expenses. Lynn reported on her attendance at the virtual Legislative Breakfast. Town Budget meetings start this coming week. We were asked to be level funded, but we are asking for line item 55810 (new books) to be returned to the original funding level of \$20,500 and a few other small increases. The total operating increase requested is \$5,450. Our capital request is in process. 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.

Reports of Committees:

Investments [Jan, May, Sept]:

Building Maintenance:

Friends: Lynn reported that the Friends met on February 15, 2022. Their 2022 Calendars are sold out. The Small Town Holiday Sale had 171 customers. A few vendors did back out at the last minute due to other events on the same day here and in neighboring towns. They plan to have the Book Sale in August this year and Dining for Dollars in September.

Public Computer Maintenance: We are waiting on the four new wireless access points from CWMARS, that were shipped on February 23, 2022.

Announcements and Good of the Order:

The next meeting is scheduled for March 24, 2022, at 4 p.m.

With no further business, Eugene Michalenko made a motion, seconded by Lynn Rhoads, to adjourn at 5:02 p.m. The motion carried 4-0.

Respectfully submitted,

A handwritten signature in cursive script that reads "Holli Jayko".

Holli Jayko, Library Director and Trustee Secretary