

Ventress Memorial Library

Board Meeting

March 15, 2017

Those present: Cyndee Marcoux, Greg Guimond, Jean Christensen, Alexander Duncan, Suzanne White James O’Gara and Michelle Noonan.

Mr. Duncan called the meeting to order at 4:00PM.

1. Mr. Guimond made a motion to approve the January 18, 2017 minutes. Mrs. White seconded and all approved.
2. **Director’s Report:**
 - A. Ms. Marcoux stated that the circulation was still down for the month of January and February.
 - B. Ms Marcoux provided an FY17 Budget update for the projected salaries, stating that they will likely go over \$3-5K.
 - C. Ms. Marcoux received revised FY18 budget. It was cut \$25,700 from what was asked for. The library will not meet state aide because it is short \$4,847. It was suggested that payroll be approved and be taken from materials. Staffing is at a desired level and would like to be able to keep it that way.
 - D. At the Capital Budget meeting that was held Monday, March 6th, questions were asked to Ms. Marcoux as to why a new roof was needed. It was explained that the roof’s warranty was null and void when it was repaired by a different contractor.
 - E. Ms. Marcoux was asked to work with WB Mason in selecting furniture for the Library Plaza Project. There is a budget of \$50,000 that is to be shared among 3 entities.

Mr. Guimond made a motion to approve the Director’s Report. Mr. Duncan seconded and all in favor.

3. Announcements and Correspondence

No announcements or Correspondence was discussed

4. Building Updates

- A. Still no updates on the roof repair, but again were brought up at the Capital Budget meeting.
- B. Still no update on Lead Paint removal.
- C. Book Drop will be placed on Hold until a decision is made as to where it should be placed. Mr. Guimond suggested to keep the Book Drop, if it starts to leak, then it can be replaced.

5. FY17 Budget

- A. Trustees were provided with FY 17 Projected Salaries.

6. FY 18 Budget

No updates

Set date for the next meeting (April 26, 2017)

Mr. Duncan made a motion to adjourn at 5:00pm, Mr. Guimond seconded, and all were in favor.

Respectfully Submitted,
Lisa McQueeney