

Ventress Memorial Library

Board Meeting

March 28, 2018

Those present: Cyndee Marcoux, Suzanne White, Wally Coyle, Jean Christensen, and Greg Guimond

1. **Call to order**

- a. Mrs. White called the meeting to order at 4:30 PM.

2. **Approval of Minutes**

- a. Mr. Guimond made a motion to approve the February 21, 2018 minutes. Mr. Coyle seconded, all in favor.

3. **Director's Report:**

- a. No questions

4. **Announcements and Correspondence**

- a. The MBLC sent a letter confirming that the library's second deposit of State Aid monies would be arriving soon in the amount of \$14,495.95 for a total FY18 State Aid of \$28,535.46.
- b. Mrs. Christensen informed the Board that Sheila Zani a member of the Friends of the Library and the Library Building Trust would be undergoing surgery. She asked if the Board would consider sending her flowers when

5. **Meeting Room Policy Update**

- a. Mr. Guimond motioned to accept the revised Meeting Room Policy. Mr. Coyle seconded, all in favor.

6. **FY19 Budget Update**

- a. Advisory Board will be voting on all budgets on Monday, April 2, 2018. They will be recommending the Town Administrator's recommended budget of \$767,884. This will qualify us for State Aid.

7. **FY19 Capital Budget Update**

- a. None

8. **FY18 Budget Update**

- a. No questions

9. **Traffic Issues Update**

- a. No action will be taken regarding the traffic pattern at this time.

10. **Building updates**

- a. Roof – Fred Russell, Facilities Director and the roofing company were at the library Tuesday to review the needed repairs. Money will be voted at the Special Town Meeting to pay for these repairs.
- b. Children's Room Renovation – Mr. Guimond motioned that the Board of Library Trustees accept the Library Building Trust's offer to renovate the Children's room area. Mr. Coyle seconded, all in favor.
- c. Aisle to New Building, Space Planning – Tucker Library Interiors will be coming out sometime in May to assemble shelving and move stacks to open up the aisle and move the DVDs to be in sight of Circulation staff.

Next Trustee meeting will be April 18, 2018.

Mr. Guimond made a motion to adjourn at 5:18 pm, Mr. Coyle seconded, all in favor.

Respectfully Submitted,
Lisa McQueeney