

Trustees of the Lunenburg Public Library  
October 15, 2009  
Meeting called to order at 7 p.m.

Attending: Amy Sadkin, Len Smetana, Mike Kelly, Noelle Bodkin John Mara, Deb Chapdelaine, Lisa Krowitz, Jeanne Raboin

Guest: John Londa

1. No Public Comment.
2. John Londa presented information about a grant opportunity to place solar panels on town building roofs, including the library.
  - Board of Selectman and CAFO asked John to move forward with this energy-saving opportunity; there are no up-front costs for the town or library.
  - Several steps will need to happen prior to this program happening:
    - i. Request for applications by October 27, 2009
    - ii. Site evaluations will be done to assess feasibility (structurally and % of sunlight) of placing panels on the library roof and other town buildings.
    - iii. Company would own panels and incur the cost of installation; company would own panels and collect rebates from MA collective; they would also get federal tax credits and any federal/state tax incentives; town would have long-term lease of 10 years and then could add 2 5-year periods (approx. 20 years); town would have the option to purchase panels at 10-year point (at assessed value of system)
    - iv. Rate to town would be sold back below Unitil's rate. There is a possibility for 10 KW.
    - v. John's will check into who would be responsible for restoration of library roof if panels removed.
    - vi. Third-party supplier for electric is Trans Canada.
    - vii. John will send contract to John Mara for the Trustees to review.
3. Minutes: Motion made and passed to accept September minutes as revised.
4. Director's Report: Amy presented October's Director's Report (Please see printed report for details)
  - Meeting room, computer and ILL usage is up.
  - CAFO will announce additional budget cuts at December 1 town meeting.
  - Sandy is retiring at the end of 2009; she sent Amy her resignation letter.
  - Library InSight: Amy and the staff have issued library cards for groups; this will make it easier for groups to book rooms and relieve the staff's time being put into this.
  - Facilities: There have been problems with the window sash handles coming off and windows getting stuck in the open or closed positions.
  - Technology: Beth, Lunenburg's Technical Support to the library, is working on the much needed updates and fixing of the library's staff and patron pc's.
  - Programming: Karen's grant is complete.
  - The entire LPL collection is weeded.
5. Friends October Book and Bake Sale: Made approximately \$2, 430.00
6. Job Description: Motion made and passed to accept Technology Services Librarian job description.
7. Other
  - Budget Requests: Motion made and passed to appropriate \$1,000.00 for staff development and professional organization memberships.
  - Friends of LPL
    - i. Amy would like to present a gift to Sandy for her retirement; Friends, Trustees and Staff will all chip-in for the gift. Friends will arrange a small reception in her honor; Amy will let us know the day and time.
    - ii. Friends have requested a joint-meeting of the Friends and Trustees to discuss how to inform the community about the Endowment.

For Mike Kelly - Action Items:

- John Londa will get back to John Mara about the solar panels grant opportunity; John Mara will send solar panels contract to Trustees for review.
- Jeanne Raboin will speak to the Friends about the joint Friends/Trustees meeting.
- Amy Sadkin will arrange for Sandy's gift and find out best day for a reception.

Meeting adjourned at 8:32 p.m.

Next meeting: November 19, 2009 at 7 p.m.

Respectfully submitted,

Jeanne Raboin, Secretary  
Trustees of Lunenburg Public Library