

MAR 19 2018

LUNENBURG TOWN
CLERK OFFICE



Lunenburg Public Library

Trustees of Lunenburg Public Library, Meeting minutes
February 15, 2018 Sudolnik Meeting Room, Lunenburg Public Library

Attending: Dick Mailloux, Kate McCarron, Donna Saiia, Kiirja Paananen, (Harry Kubetz remotely via FaceTime), Martha Moore – Director LPL

Absent: Gare Thompson, Lars Widstrand, Bob Ebersole – Board of Selectmen representative, Terri Burchfield – FinCom representative,

The LPLBT meeting was called to order at 6:46 p.m. by Chairperson Dick Mailloux.

- Public Comment- no comment.

Agenda Items

- Approval of January 18, 2018 minutes - Motion to accept by Donna. Seconded by Kiirja. Approved of by show of hands. Unanimously approved.
- **Director's Report** (Presented by Martha and referenced below)
 - FY 2018 Budget – We are presently 7% under budget but Martha has a couple of large invoices that must be paid, so we are more-or-less on-budget.
 - Budget Planning for FY 2019 – Martha will present our budget which will be presented to the Financial Committee meeting on Thursday, February 22.
 - Trust Fund Update – The official request for Bartholomew funds be transferred to Touchstone was submitted last month. Rich Letarte will review all accounts and the process when he returns from Florida in April.
 - Staff – Our request for a new Adult Services librarian to replace Patti has been posted externally. All else good.
 - Technology – No update.
 - Programs- LPL will not be doing the Artisan's Fair this July as the LCC is doing something identical in June.
 - Building & Maintenance – Lighting timing sensors are not working, but are expected to be fixed during the week of February 19.
 - Capital Planning Update – none
 - Young Adult Report- see referenced
 - Children's Area Report – see referenced

- **Room Use Policy** – Martha, Donna, and Kate are going to take the lead to continue to refine the excellent work that Donna has done.
- **Board Goals** – Have a brief and concise room use policy.
- **Friends of LPL Update** – The Friends meeting scheduled for February did not have the required quorum so the meeting did not take place.
- **Agenda Items for upcoming meetings**
 - Director's Evaluation – due from all Trustees by our March 15 meeting
 - LPLBOT By-laws
 - Voting on revolving funds next month
- **Board Comments** – Town Caucus will be on Monday March 12 at 7pm. at Turkey Hill Elementary School. We have three Trustee positions to fill. Harry has one candidate in mind that he has already introduced to Dick.
- **Public Comment** – none

Motion to adjourn by Harry. Seconded by Kate. Unanimous vote in favor. Meeting closed at 7:25 p.m.

Respectfully submitted,
Harry Kubetz
Secretary, Trustee of Lunenburg Public Library

Referenced documents:

LPLBOT Meeting Agenda for February 15, 2018
LPL Director's Report for February 15, 2018
Annual Report of the Lunenburg Public Library 2017-2018
Children's Area Report for the month of January, 2018
Young Adult Services Report January, 2018
LPLBOT Draft Minutes for January, 18, 2018