

Board of Trustees Minutes

James E. Nichols Memorial Library

February 25, 2008

Present: Librarian, Jon Kinnaman; President, Helen Heiner, Trustees, Jean Whatley, Karin Karagozian, Bess Hanson, Jo Morse; Treasurer Sarah Heath.

Minutes—The minutes of the Jan. 28 meeting were approved as corrected.

Librarians Report—Jon Kinnaman presented his report.

Time management course completed and Jon thought it was useful. He's looking for organizational courses, but hasn't found one.

Treasurer—Sarah Heath

January Report was given.

Repair was for Stafford and the furnace, and the electrician also had to replace some outside lights.

Old Business

The leak is being worked on by Horace Olden. Horace also plowed our front walk. He shoveled the area, but the southern side walk hasn't been done. We need to put real emphasis on the need to clean the walks.

The locks problem hasn't been solved because people were out of work for illness.

Karin and Jon tried to figure out ways to hang the Open flag. They thought a lighter pole placed lower and at a greater angle should work.

Basement—Jon sent out a group email to libraries. He detailed roughly what books are available. Are looking at office furniture. We'll get an order set up before the next meeting and hope the Town Meeting will pass our budget so we can place the order the furniture..

New Business Capitol improvement—need extra slates for the roof. They can be stored in the basement. We probably need someone to check out the whole building; historical maintenance person is needed. Also need to replace the outside lighting because the bulbs burn out too quickly. Bathroom needs new fixtures and tile work. Need to clean up the basement. Some of the violations should be corrected. Lighting in the stacks is necessary . Use headlights on an elastic? They might work better than spot lights. Jon has a goal of working to adjust collection. policies. to improve circulation.

We don't have Word on the server, and he'd like some internet use, too. Need at ask Steve if it's possible so Jon could work in the office. The desk in the office, the old catalog drawers and a chair need to find a new home. We need to think about a ceremony in memory of Barbara Benoit when we unveil the new sign in April or May.

The meeting was adjourned at 6:20 PM

Respectfully submitted,

Jo Morse

Trustees Meetings:
2/25/; 3/24; 4/28; 5/19; 6/23; 7/28; 8/25; 9/22; 10/27; 11/24.