

**Pease Public Library Board of Trustees, Minutes of Meeting, May 16, 2019, 4 p.m.**

Present: Winnie Hohlt, Quentin Blaine, Joan Bowers, Diane Lynch (Director), Bridget Powers, Amey Bailey

Winnie called the meeting to order at 4 p.m.

1. The minutes of the April 19, 2019 meeting were approved as corrected. The phrase “if getting their work done” needs to be removed in the section dealing with meals. Quentin moved, and Bridget seconded. The motion passed.

2. Financial report – Quentin spoke to the trustee budget. We are over budget about \$10,000 at this point because of an outside heat pump compressor failing.

Diane reported on various aspects of the library portion of the town budget, including a surplus in the salary line.

3. Director’s Report –

Diane reported on gifts that the trustees needed to accept: gifts of 7 watercolors from Eleanor Lonske and the \$10 in the conscience can. Quentin moved to accept these gifts, and Bridget moved to second. The motion passed unanimously.

Library circulation has been good – overall circulation was 5679. Interviews for Tech Librarian were held this past week and are being scheduled for the ILL position as well.

At 4:29 p.m. Quentin Blaine moved that the trustees go into executive session in order to discuss a personnel issue. Winnie seconded the motion.

Votes were as follows, and all voted in the affirmative:

Quentin: Yes

Winnie: Yes

Amey: Yes

Bridget: Yes

Joan: Yes

Discussion took place.

At 5:27 p.m. Bridget moved (and Quentin seconded) that the trustees come out of executive session.

Votes were as follows, and all voted in the affirmative:

Quentin: Yes

Winnie: Yes

Amey: Yes

Bridget: Yes

Joan: Yes

Diane reported that insurance is NOT covering the damage from the ice dam to the community room closet.

The library did not qualify for a complete retrofit of new lights but will be able to obtain a refund amount of up to \$8,000. Brian Weeks Electric has given an estimate of labor and material costs. The library will need to pay the costs up front to do the switch to LED lighting. There will be ongoing cost savings from the new lights. We could save almost \$1290 per year in electricity costs. The estimate from Weeks is \$22,000, but the library could then receive a \$8,000 rebate.

Joan moved to go with the LED conversion, and Bridget seconded the motion. The trustees voted unanimously to approve the new lighting.

The YLLA has generously offered funding to replace some of the community room chairs with lighter, easier-to-move chairs. The library has ordered one test chair and will order one with a cushioned seat for comparison. Diane has ordered a second padded test chair rated for 500 pounds. The non-padded chair is rated at 250 pounds.

Work Study students have gone home for the summer, so Diane has put out a call for volunteer shelveers to give an hour or two per week to re-shelve books.

The next meeting is Thursday, June 20<sup>th</sup> at 4 p.m.

Respectfully submitted,

Joan Bowers, Secretary