

PPL Trustee Meeting

January 21, 2021 - corrected 2/18/21 BP

I. Call to Order

- a. Attending: Diane Lynch, Winnie Hohlt, Quentin Blaine, Charlene Whitman
The meeting officially began at 4:05.
- b. Review of minutes from both 12/10/2020 and 1/6/21. Quentin motioned to accept both with addition of times in and out of public session on 1/6/21 notes, seconded by Charlene. All in favor.
- c. Correspondence: registered letter return receipt was received.
- d. Public Comment: no public.

II. Reports

- a. **Financial (see statements).** Quentin reviewed his report and stated we are pretty well on target. We are expecting another sum from the Durgin Trust in the spring. Income is reduced during the pandemic mode of operation.
- b. **Director's Report-** Diane noted a \$1 donation, which Quentin moved to accept. All in favor.
 - i. **Circulation Statistics-**see director's report. People are looking for light reads. Diane feels challenged to plan programs and is open to suggestions.
 - ii. **Personnel** – Winnie moved to enter a non-public session at 4:52 pm, seconded by Quentin. All in favor by roll call vote. Motion to leave non-public session by Bridget seconded by Quentin at 5:09. A motion to seal the minutes was made by Quentin and seconded by Charlene and all were in favor by roll call vote.
 - iii. **Programming –N/A**
 - iv. **Maintenance N/a**

III. Action Items: those needing motions and vote none

- a. **Adjustment to Budget at request of the town:**

Diane spoke to the changes to the town budget which had been completed a couple of months ago. Town since initiated a wage study to establish a classification system (labor grade system) and thus, the select board has asked that town employees forgo raises for the next fiscal year. Diane has adjusted the budget. The proposed budget was accepted by town hall earlier this afternoon. It reflects the subtraction of the 3% raise in accordance with the new pay plan outlined by town hall. The public hearing for the budget is Monday, January 25th. Bridget motioned to approve Diane's adjusted budget, Quentin seconded and all in favor. The board thanked Diane for her work in adjusting the budget at the town's request.

IV. Old or unfinished business none

- a. **Pandemic Policy:** consensus is that the current offerings are working well and should continue as is for the time being.

V. New Business none

VI. Summary List of decisions made, directives and actions to be completed with Deadlines none

VII. Announcements none: Winnie reminded that the deadline to register for the election is January 29.

VIII. Next Meeting Date: February 18th, 4:00 pm

IX. Adjournment

Motion to adjourn by Quentin, seconded by Charlene and all in favor. Meeting adjourned at 5:17 pm.

Respectfully submitted,
Bridget Powers