**Randall Library Trustees Meeting August 12, 2019**

Present: Maureen Busch, Tim Reed. Marianne Sharin, Carol Stoltz, Kathy O’Brien (7:22) and Greg McClay (Interim Library Director)

Absent: Barbie Wolfenden, Laurie Reiner

The meeting was called to order at 7:10 p.m.

**Acceptance of Minutes**

Maureen made a motion to accept the minutes of July 10 and July 11 and Tim seconded. The motion carried 4-0.

**Director’s Report**

**Library Opening and Hours**

Wednesday before Thanksgiving**:** It was agreed that the Library will close at 4 p.m. rather than at 1 p.m. The night staff can work the morning shift if they choose to.

 Friday after Thanksgiving: Greg clarified that the Town policy says that employees can either choose to work that day, or take a vacation day. It was agreed that if 2 of the Library staff wish to work that day, the Library will be open. If only one staff person wishes to work, they may, although the Library will be closed to the public.

The Director suggested that since Library personnel reported to work at 9 a.m. it would make sense to open the doors to the public at that time rather than at 10 a.m. The Trustees agreed. This will begin in September.

 **Supervision of upstairs space**

Youngsters 10-17 can be in the Library without an adult, however, the Meeting Room Policy suggests that they have to be supervised upstairs. We will revisit the Meeting Room Policy at the next meeting.

 **Shrubbery**

The bushes in front of the Library are obscuring the Randall Library sign. Greg will check with Town departments to see who might take care of this.

**Chairperson’s Report**

 **The Building Committee**

The Selectmen and the Capital Planning Committee wish to have positions on the Building Committee which brings the total up to 9. Kathy moved and Marianne seconded the motion to have 9 members. The vote was unanimous. Since Carol Stoltz was not officially voted as a member of the Building Committee in the past, Kathy nominated her as a member and Maureen seconded. The vote was unanimous. There was some discussion as to when the construction question would come before the Town. We will see how things develop.

**Treasurer’s Report**

Tim presented the FY19 Financial report of the Trust Funds which needs to be submitted to the Town Accountant.. Finances look good, although there was a question about the format of the report.

**Old Business**

 **Air Quality**

Although the report suggested that the air quality in the Library was generally good, there were some suggestions made about needing to clean up some mold and possible roof repairs. Greg will follow up

 **Water Loss**

The Town is investigating a leak in the pipes from the well which affects certain Town buildings. They will patch the leak and remove sediment in the next few days. Water supply at the Library has been OK recently.

 **Search Committee Update**

Maureen reported that the committee is meeting every week. The job has been posted and at this point 8 resumes have been received. It was felt that the full Board of Trustees would do the final interviews and make the final selection. Maureen moved that the Search Committee will present the finalist(s) to the Board, the Board will interview the candidate(s) and at a subsequent meeting would make the final decision. Marianne seconded and the vote was unanimous.

**New Business**

 **Restoration Committee**

Kathy reported that it will cost $8,000. to add a picture rail. The chair of the Restoration Committee will speak to one of the applicants about the possibility of an additional oiffer. This idea is basically being shelved for now.

**Adjournment**

Maureen moved and Marianne seconded that the meeting be adjourned at 8:26.

Respectfully submitted,

Carol Stoltz

Approved 9/11/19