

MINOT SLEEPER LIBRARY TRUSTEES MEETING

JANUARY 17, 2017 4 PM

Trustees attending: Rosemary D'Arcy, Archie Auger, Nancy Dowey, Kathleen Haskell, Ann Fitzpatrick, Lucille Keegan, Shirley York, Nancy Spears. Absent: Ann Guilfoyle
Also present: Library Director, Brittany Overton

Rosemary called the meeting to order.

Bob MacArthur from Advanced Lock and Alarm was present to discuss connecting the fire box which the fire department has provided with the main panel. He will report back what the cost would be.

The November minutes were accepted as written.
Archie gave the finance report.

Brittany had provided her report prior to this meeting and we went over her questions.

1. Archie moved to establish the line of credit with Amazon which we have been using. Nancy D seconded and the motion was approved.

2. Previously we had discussed having the checks from Knollwood be directly deposited. It was decided to continue getting the checks in the mail.

3. Archie Auger moved to authorize Brittany to make arrangements to switch copier companies if she determined it would be more economical and feasible. Nancy S. seconded and the motion was approved.

4. Brittany is working with Barbara Greenwood to plan a candidate forum.

Nancy D., Ann Guilfoyle, Lucille and Brittany met to go over the library policies. Brittany lead the discussion of changes that were suggested. **Archie A moved to approve the changes to the Personnel Policy. Shirley seconded and the motion was approved.** Next we discussed the Library Policies and Procedures. There is still some work to do on these so we will take it up again at the Feb. meeting.

Archie commented that we need to take a look at the By-Laws.

Archie made a motion that the next meeting will be Feb. 15 at 4(time change) and the March meeting will be moved to March 22 at 4 which is after voting day. Nancy D. seconded and the motion was approved. Meeting will be held at 4 instead of 1.

Lucille Keegan,
secretary