

WATERBURY LIBRARY COMMISSIONERS' MEETING

April 12, 2010 5:00 PM

APPROVED MINUTES

Present: Harriet Grenier, Chair, Jan Gendreau, Margaret Luce, Alice Durkin : Mary Kasamatsu; Bill Shepeluk, Elizabeth Fluher-Kay, William Edwards, Morgan Stanley.

1. Meeting called to order at 5:00 PM.
2. Adoption/changes of agenda
3. Minutes of March 8 accepted.
4. Slate of officers for 2010 - 2011
 - a. Harriet Grenier , Chair, Margaret Luce , Vice chair, Freya Chaffee, Secretary, Alice Durkin, Treasurer. Jan Gendreau moved to cast one ballot for the slate . Officers were elected unanimously
5. Treasurer's Report - Jan:Gendreau: Report distributed.
6. Library Director's Report:- Mary Kasamatsu: Report distributed. Recommend change in policy to read: APPROPRIATE LIBRARY BEHAVIOR: "All visitors are expected to treat library materials and equipment with care and behave in a respectful manner toward other library users and staff. Parents are asked to guide their children in learning good library manners. " Insert after Disposal of Unneeded Library Property, right before Children and Young Adults It was moved and seconded and unanimously approved. .Commissioners approved closing the library April 26 to April 29 so insulation of building can be completed. Volunteers will be needed on April 29 to put books, etc back in place and library will reopen April 30. Roof repair was completed
7. Trust Fund: Investments Morgan Stanley representatives, Elizabeth Fluher-Kay , William Edwards. Investments were reviewed. Total assets were \$501,186.23; Cash on hand- ;\$120,000 in money market account; a \$25,000 CD will mature 10/15/10. Planned expenses: \$,5000 to \$6,000 to complete insulation and \$7,500 minimum commitment to Town for operating expenses. Investments are currently 50% in cash and corporate bonds, and 50% equity mutual funds. ACTION: Morgan Stanley Representatives will submit to Commissioners three options for investment; Alice Durkin will investigate CD rates for one year; \$25,000 CD that matures in October will be used to pay town at the end of the year.
8. Town Officer Education Conference- Alice Durkin, Margaret Luce Attended workshops on Planned Giving; Livable Communities for an Aging Population; Blueprint for Effective Library Board Meeting; Responsibilities of Library Trustees; Show Me the Money: Tips for Making Public Funding Requests.
9. Other Business- Land Swap Application has been resubmitted with photos to the federal government Bureau of Land and Water Conservation. The Select Board approved \$1,000 for assessment of armory land behind the Thatcher Brook Primary School in the event this land is needed to replace land used for new Library and Fire Station construction.

Adjourned at 7:30 PM

Margaret Luce
Record