

WATERBURY PUBLIC LIBRARY COMMISSIONERS' MEETING

Monday, November 9, 2015, 4:30 PM

30 Foundry Street

Approved Minutes

Attending: Harriet Grenier, Roy Lloyd, Freya Chaffee, Mary Kasamatsu, Freya Chaffee, Alice Durkin

1. Call meeting to order at 4:40
2. Change/adoption of agenda
3. Approve minutes of October – Alice moved to approve, Roy seconded, motion carried
4. Treasurer's Report & Library furnishings budget – review and update of budget for new Library Expenses & furnishings. Three items need to be paid this week from the money given to Bill for expenses. Balance of this fund will be \$10,000.
 - Discussion of the total funds and pledges to date use of funds
 - Select board would like to have the LED projector & shelving from library that we won't be using; in exchange, they approved paying the total of the AV equipment for use in the Community Room. *Alice moved to donate these items to the Select Board, Roy seconded, motion carried.*
 - We have a large screen that can't be returned. Plan to try to sell it or donate to one of the schools. Mary will look into this.
 - Sarah Lee would like to have ½ of the last payment for the tree painting. *Roy made motion to pay this, Alice seconded, motion carried.*
 - Need to get the checkbook from Lisa & John's house along with Capital Campaign "Friends" information. Ask Linda Segal to get this. Harriet and Alice to get the information to send letters for pledges and IRS information.
 - Treasurer's report – discussion of how to handle sale of the \$10,000 stock received as a donation. Wait until 1st of year to decide.
5. Librarian report-okay sale of book bins - \$50 per bin or \$500. The library who wanted them has accepted estimate and will take them as soon as they are ready. *Roy made motion to accept the estimate, Alice seconded, motion carried.*
6. Donor Tree Mural and document to hang inside library, Gardens.
 - Heading to be used for framed document for gifts under \$500:
"In special recognition and thanks for gifts up to \$499."
 - Harriet going to meeting tomorrow about gardens.
 - Daffodils for back property bank from Main St. to end of our property. Alice will check on where to get as many daffodils as possible, then we can ask for volunteers to help plant. Has to happen within the next couple of weeks.
7. Budget for library 2016, moving expenses – Mary needs to connect with Bill about projected expenses for shared costs, etc, staffing issues that will be needed in the new building,
 - Moving Expenses: estimate cost for moving in the middle of January – get volunteers to move books and other work changing the system of cataloging. Estimate of \$1500 for
 - Mary will get information together on other things that should be sold and get the word out.
8. Other Business:

What to do with the library's Janes collection? After MOU from Rick Darby is signed, we can get a letter of transfer to Select Board and they can ask the Historical Society to be the curators of the collection. Harriet will respond to Rick to finalize the MOU with a bit of editing and will ask Library Board members to stop by and sign it.

Next Meeting – Monday, December 14, 2015

Adjourned: 6:45