INGALLS MEMORIAL LIBRARY
TRUSTEE MEETING
Minutes
Tuesday, January 24, 2017 at 4:30 PM

Members Present: Karla MacLeod, Flo Marsh, Dick Isakson, Roberta Gordenstein, Bob Carney, Director- Donna Straitiff
Alternates: Lisa Wiley
Excused- Alternate Gillian L’Eplattenier

Minutes from December 27, 2016 Non-Public Session- Dick motioned to unseal the drafted minutes for review. Bob seconded, all approved. Roberta moved to accept minutes, Flo seconded, all approved. Flo moved to unseal minutes from non-public session, Bob seconded. All approved.

Acceptance of Donations- Roberta moved to accept report. Bob seconded. All approved.

Ingalls 1894 Association- Guest Rick Sirvint joined us to discuss recommendations to facilitate building projects. Roberta reported of the group possibly suspending meetings until more formalized building plans were organized.

REPORTS:
Secretary’s Report—Lisa Wiley: Roberta motioned to accept report, Bob seconded. All approved
Town Bookkeeper’s Report: Bob motioned to accept report pending audit. Dick seconded. All approved.
Treasurer’s Report—Flo Marsh: Roberta moved to accept report pending audit. Dick seconded. All approved.
Director’s Report—Donna Straitiff: Roberta moved to accept report. Bob seconded. All approved.
Friend’s Report— The group met in January and discussed which passed to purchase for library patrons, contributions to the summer reading program, recycling bins have been purchased and placed in the library, the group has committed to promoting three programs in 2017.

OLD BUSINESS:

2. Painting—Student artwork--Karl Pruter: in progress, should be completed by the end of Feb.
3. 2017 Budget- no changes
4. Floor buffer – to be offered as donation to town public works
5. Artist’s Display policy – Dick moved to accept the policy as edited, Bob seconded. All approved.
6. Other: Donna reported that the new job sharing position is going well.

NEW BUSINESS:

1. Donna is working on updating a Welcome Packet for new patrons, Newsletter, Review of Circulation Policy, and Library card applications.
2. Registry of Historic Places Certificate: Certificate has been framed, a brass plaque is being researched by Gillian.
3. Other- Board recommends replacing the large “No Skateboarding” sign that blocks road visibility.
4. Other- Review of Holiday calendar. Dick moved to accept 2017 dates for library holidays, Bob seconded. All approved.
5. Meeting adjourned at 6:00pm

Next Meeting Date—Tuesday, February 28, 2017 at 4:30

Submitted by lbw, Recording Secretary