

George H. Stowell Free Library Trustee Meeting Notes
December 12, 2012

Attendance: Bernice Johnson, Kathi Patterson, Emily Cromwell (Librarian)

- 1) Call to Order
- 2) Treasurer's Report
- 3) 2013 Budget Review
- 4) Other Business
- 5) Librarian's Report
- 6) Adjournment

1) Call to Order

The meeting was called to order at 5:30pm at the library.

2) Treasurer's Report

Kathi handed out copies of the spreadsheet detailing the monies spent so far in 2012 and a draft Expense Report for 2012 based on these expenditures. She reviewed what has been spent throughout the year.

3) 2013 Budget Review

Individual item allocations for the 2013 budget were discussed. The decision was made to level-fund most items with an increase for the librarian's salary (2%). Overall, the 2013 expenses show an increase of \$153.94

The allocation to cover janitor expenses will be kept as a budget item even though Kathi has assumed the janitor duties. She donates her time.

Kathi will forward the 2013 budget request information to Mary at the Selectmen's office for review by the Finance Committee and the Selectmen. She will finalize the other reports and forward them when they are due for inclusion in the Town Report.

Bernie made the motion to accept the 2013 budget as proposed pending approval by Richard Scheuer who could not attend the meeting. After a second by Kathi, the motion passed.

4) Other Business

Kathi spoke about the need to request funds from the capital reserve account to repair the bottom front step and the leaning back entrance structure. She offered to contact Richard and ask him to research the costs.

5) Librarian Report

Emily discussed her volunteer letter and told the trustees that she was resigning so as to pursue other interests effective March 1, 2013. She offered to train a replacement and said she would continue to manage programming with monies from the Cromwell Fund.

She has disposed of all the discarded materials not sold at the book sale - books, the VHS movie tapes, and the books-on-tape cassettes

6) Adjournment

The meeting was adjourned at 6:35pm.

Respectfully Submitted,

Bernice Johnson
President