

George H. Stowell Library Trustee Meeting Notes - 1/10/17

Attendance: Kathi Patterson, Richard Scheuer, Kate Freeland, Brenda Freeland (Librarian)

1. **Call to Order:** This meeting was called to order at 5:45pm at the Stowell Library.

2. Tasker Fund Award and Purchases

- a. The library requested \$1700.00 and was awarded \$1000.00 (December, 2016) from the Tasker Fund. The trustees accepted the \$1000.00 award for the purpose of purchasing new furniture.
- b. Four padded wooden chairs (Black Top Grain Leather Conference Chair from Biz Chair, \$93.99 each) will be purchased using the Tasker Fund award. Chair quality will be assessed before ordering 2 more. Chairs will be used in front room (3 or 4), with additional chairs placed in corners of back room to be utilized for book group and other meetings. This purchase leaves \$600.00 of the Tasker award to be used for a smaller table for the back room and/or additional chairs. Furniture discussion of 9/6/16 was reviewed. All agreed that with the anticipated lighting upgrades in the back room, the purchase of a reading lamp will not be necessary.

3. 2017 Budget

- a. Reviewed anticipated and actual expenses/revenues from 2016. All agreed to level-fund the 2017 library budget at \$16,817.16 with several *internal* line adjustments:
 - i. Electricity: increase by \$100.00 (to \$600.00) in anticipation of increased usage of humidifier.
 - ii. Periodicals: decrease by \$25.00 (to \$200.00) in response to reduced demand.
 - iii. Audiovisuals: decrease by \$75.00 (to \$300.00) in response to reduced demand and increased donations of videos.
- b. We will request a not-to-exceed amount of \$14,600.00 from the library capital reserve fund for library improvements: ceiling repair \$7600.00; electric upgrade/lighting fixtures \$7000.00.

4. Additional Business

Trustee roles: Richard Scheuer, Chair; Kathi Patterson, Treasurer; Kate Freeland, Secretary

5. Adjournment

Following a motion by Kathi and seconded by Richard the meeting was adjourned at 6:50pm.

Respectfully submitted,
Kate Freeland, Secretary