

George H. Stowell Library Trustee Meeting
Wednesday, October 9, 2019
6:00pm at the library

- 1) Call to Order – The meeting was called to order at 6:00pm at the library. Richard Scheuer, Kathi Patterson, and Brenda Freeland were present.
- 2) Citizen Comments – Bill Caterino came to express his concerns about the cost of the handicapped access project if it includes the meeting room and bathroom. He felt that accessibility was the issue. Also, he felt that security would be an issue.
- 3) Approval of August 14, 2019 minutes - Richard moved and Kathi seconded that the minutes be approved as written. The minutes were approved.
- 4) Treasurer's Report - Kathi stated that the deposits and expenses to-date for 2019 leave a balance of \$5,041.03. This figure includes \$1,350 that was transferred from the savings account in early January for operating expenses. Any unencumbered funds will be transferred back before the end of the year.
- 5) Librarian's Report – Brenda reported that:
 - a. Martha Zoerheide had called her to talk about the library. She suggested we offer refreshments such as hot chocolate and cookies. The trustees felt this would not be a good idea as there is no water for cleanup, and we have had issues with mice attracted by candy in the past. Brenda will talk with her to explain and tell her she may bring cookies during her library shift but is responsible for cleanup.
 - b. Reigh Sweetser has offered the large mailbox in the outside foyer of the town office building for book drops. We will have to provide a suitable container for the books. Brenda will check with Mary Curtis to make sure this is okay with her.
 - c. Sharon Oszejca would like to offer a card-making workshop with a portion of the proceeds to be donated to the library. The trustees okayed the workshop.
 - d. The new ILL system is live after two+ years! She has taken the two online classes and finds it pretty straightforward. She can now request multiple copies of book titles for the book discussion group rather than having to request each title individually.
 - e. The thermostat needs to be reprogrammed to reflect the new hours for Wednesday and Saturday. Kathi will make sure the heating time is extended.
 - f. There has been a marked increase of patrons on Monday afternoons. Richard counted 27 during his shift this week.
 - g. She will cover the library celebration on October 31 as Halloween does not fall on a regular library day.
 - h. She will check with Kate about applying for Tasker Fund monies to be used toward automation costs.
- 6) Old Business
 - a. We reviewed the email comments from five Historical Society members regarding the architectural drawings presented by Chris Kennedy at our joint meeting on September 6. Most comments were in favor of option A2 - the entrance through the window area in the childrens' room. However, concern was expressed about having to add 2½" of height to the floor of the back room of the historical society building to meet the building code requirement for the proposed handicapped access requirements; the lack of land to meet water/sewer/leach field

requirements; the cost of a project that includes a bathroom and a meeting room, and the need for a meeting room for a building that is not open in the winter and for only 3 hours a week in the other months. We discussed their concerns and decided that: we will have to find answers to the water/sewer question before we can make any further plans; the entrance walk should come straight in from the street; there should be space for a bathroom even if it is just a composting toilet; that we enter the library using plan A2; and that we ask Chris if eliminating the meeting room will change the cost enough to consider this approach. Kathi will ask Caroline to explain how easements work. Once she gets an answer, she will contact Stu Hodgeman to see if he will contact Tony Newton to ask if he will discuss giving the library an easement. Kathi will also contact Chris to tell him where we are at.

7) New Business

- a. The dehumidifier installed in May of 2018 has stopped working. Kathi has been in contact with the manufacturer, but, since it has exceeded the 1-year warranty period, they will neither repair nor replace it. Richard will research the cost of a 35-50 quart one with a pump for purchase in the spring.
- b. The decision was made to purchase an all-in-one Lenovo computer for the circulation desk as we move toward automation. Our budget is \$500.

8) Other Business

- a. Brenda met with William Smith who gave her estimated values for our chest of drawers and the 12-drawer card catalog. He said that the chest of drawers is a good Mission oak piece. She will advertise them in ConnectCornish at a minimum of \$750 for the chest of drawers and a minimum of \$150 for the card catalog.
- b. The next meeting will be on Wednesday, December 11, at the library at 6:00pm.

9) Adjournment – The meeting was adjourned at 7:28pm

Respectfully submitted,
Kathi Patterson, Acting Secretary