

The meeting was called to order at 7:06 p.m. in the Claflin Room by Chair Matt Lowrie. Present were trustees Elaine Alligood, Mary Keenan, Sarah Phillips, and Matt Sullivan and Director Maureen Conners. Trustee Mark Carthy was absent.

The minutes of the meeting of November 13, 2013, were unanimously approved on a motion by Trustee Phillips, seconded by Trustee Alligood.

Old Business

Director Conners updated the Board on the completion of the interior painting – the lower floor and stairwells. Stewart Roberts has presented a plan for renovation of the Children’s Room that makes the room more user and staff friendly. He will give the Director a cost estimate with a range of work. Chair Lowrie raised the possibility of having Mr. Roberts review the entire library for space reallocation, a suggestion that was well-received by the Board.

New Business

Trustees discussed the benefitted part-time position and agreed that it should become a full-time position with added responsibilities. Director Conners will discuss the change with Diane Crimmins, Human Resources Director. Interested citizens have been encouraged to run for Library trustee as Trustee Keenan is not a candidate for re-election in the April Town elections.

FY15 Budget

The FY15 Budget is due today, the Capital Budget is due on January 13th. Director Conners reviewed each of the sections of the FY15 Budget. Chair Lowrie moved that the Board approve the budget as presented with modifications discussed including the adjustment of \$825 to the total budget. Seconded by Trustee Alligood, the motion was approved unanimously. \$825 is the reduction of gas price received from Budget Advisor Glenn Castro late this afternoon.

Capital Budget FY15

The major Library items are the elevator, roof repair, and automatic door openers. The Facilities Coordinator Gerald Boyle and Town Administrator David Kale have yet to review the Library’s concerns about consolidation; these have been presented in writing to both parties. Mr. Boyle suggested a consultant with a real cost estimate for a new elevator. Funding for an elevator is in the Capital Budget as it is a safety issue. Automatic door openers such as those at the Town Hall are requested. These would ease entry for patrons including the handicapped and caregivers with strollers. Chair Lowrie moved that the Board approve the Capital Budget as presented with the discussed changes to the narrative. This motion, seconded by Trustee Phillips, was voted unanimously.

Other Business

Trustee Phillips updated the Board on the Friends of the Library. This vital organization which does so much to support the Library is recruiting new members for its board.

The meeting was adjourned at 8:35 p.m. on a motion by Chair Lowrie, seconded by Trustee Sullivan, and voted unanimously.

Next meeting - **Tuesday February 18th at 7:30 p.m.** - another meeting may be called in the interim if business warrants same.

Respectfully submitted,
Mary E. Keenan, secretary

Exhibits:
Budget FY15
Capital Budget FY15

From packet for December 17, 2013 meeting cancelled due to snowstorm
Agenda for December 17 meeting
Minutes for November 13 meeting
Warrant Committee Subcommittees listing
Director's Report December 17, 2013
Memorandum from Massachusetts Board of Library Commissioners - receipt and approval of FY15 Action Plan
Expenditures December 2013
Activity Reports for October and November 2013