

Rochester Public Library Meeting Minutes
February 10, 2015

Meeting called to order at 5:37 PM

Members Present:

Trustees - Mary Sue Crowley, Tony Goupee, Lynn Moltz, Barbara Shenton and Jola Labejsza
Librarian – Jeannette Bair

Public Communications/Comments: A request for new books to be located back downstairs. A request for a rug and a comfortable chair in the children's room was made. Woman's Alliance will be giving the library a contribution toward a rug.

Board Communications/Comments: Shelving is not available on first floor at this time for the new book collection. We will review budget and look into purchasing comfortable seating for children's room.

Secretary's Report:

January minutes were approved as published.

Minutes from special meeting were approved as published.

Review of Action Items:

All action items were completed.

Treasurer's Report:

Jeannette and Barb will review the January financials.

Librarian's Report:

Motion was made to approve the Librarian's report as emailed and presented. All in favor.

Old Business:

Tony reported on the front entry options: heavy duty carpet in sheets or tiles is recommended. Green Mountain Floor Store will be giving us a quote.

Sand and maintenance issues were discussed and options reviewed.

New Business:

Security of the building: Jeannette wrote up Opening/closing procedure notes on lights, doors and shades.

Equipment use – vacuum cleaner needs to be repaired again.

Strategic Planning: Community engagement for 2 sessions of planning for suggestions but trustees implement final decision. Amy would be willing to be the moderator. This item was tabled until next meeting for further review of the notes.

Responsibilities of Librarian and Board:

Librarian job description reviewed. Motion made to approve document. All in favor.

Action Items:

Everyone will prioritize the wish list items.

Barb will talk with Becky Klein regarding final expenses from construction work that might need to be paid.

Jeannette will email our opening/closing procedure to the Historical Society and all volunteers.

All will relook at budget 2015-2016 to make the revised one work, especially regarding computers and book sale line items.

Jeannette will meet with Rich.

Next Meeting: March 10, 2015

Meeting Adjourned at 7:11 PM

Respectfully submitted,

Lynn Moltz
Secretary