

MPL Trustee Meeting
Tuesday, February 13, 2018

Meeting called to order at: 6:02 PM

Trustees Present: Pam Coburn, Betty Strader, Duncan McNeish, Ann Butler (via speaker phone), Lisa Garcia, Bonnie Ireland, Paul Eldridge

Others Present: Jonathan James, Jeff Reilley, Ray Moritz, Sarah Johnson, Jim McFarlin, Paula Wanzer, Erin Apostolos (director), Chris Leland (assistant director), Matthew Gunby (head of circulation), Virginia Lovett.

- I. Paul Eldridge chaired meeting.
- II. Secretary's Report-approve minutes of January 9 and 25, February 6, 2018. Sign previous minutes. **Motion to accept minutes of January 9 made by Pam Coburn, seconded by Betty Strader. Motion carries unanimously. January 25 made by Lisa Garcia, seconded by Betty Strader, motion carries unanimously.**
- III. Treasurer's Report
 - a. Total market value: \$883,977.57
 - b. Balance on 1st of month sent to trustees includes greater breakdown of funds.
- IV. Library Director's Report to be submitted by 2-16
- V. Old Business
 - a. Vote to accept Investment Policy
 - MS9 and MS10 did not include investment policy in version sent to Board.
 - Recommendation to table until March meeting.
- VI. New Business
 - a. What is Income Generating Equipment?
 - Treasurer's Report now reports income as recommended by Terry Knowles.
 - b. 2018 Trustee Budget (requires a vote)
 - **Motion to accept trustee budget made by Pam Coburn, seconded by Duncan McNeish. Motion carries unanimously.**
 - c. Analysis of circulation statistics-tabled to March
 - d. 10th Year Friends Celebration: April 25th 3:30 PM at Church Landing.
 - e. Report from Design Committee
 - Each trustee analyzed designs based on matrix created by the Design Committee.
 - f. Vote to accept a building renovation design

- Conceptual design/firm.
 - **Pam Coburn makes motion to accept Lavallee Brensinger as architectural firm. Betty Strader seconds. Poll of the Board. Motion carries unanimously.**
- g. Vote to expend funds on a building model
- Withhold funding model until parking lot situation comes to a conclusion.
- h. Set another meeting to present design
- Public presentations for stakeholders.
 - Presentation to Rotary February 28th.
 - Have visual renderings available.
 - Website specifically focused on building project.
 - **Duncan will contact Carrie Parker for space for town meeting. Power and display space would be helpful.**
 - Press release possibility
 - Public meeting Tuesday March 6th 6:30 PM. **Erin will seek to use community center if available.**
 - Trustee meeting Tuesday February 2th 6:00 PM in Non-fiction.
- i. Reduction in consultant money in the Encumbrances from Town: tabled until March.
- j. Perpetual Calendar-Any changes?
- February
 1. Town warrant articles due to Town Clerk
 2. Nominating Committee: tabled until March
 - March
 1. Receive Report from Trustee of the Trust Funds
 2. Budget Update
 3. Town Meeting March 14th: Library Closed 5:00 p.m.
 4. Review of Trustee Goals
 5. Trustee Self-evaluation and Evaluations by Staff and Director
 6. Town/Trustee Elections
 7. Quarterly Investment Review
 8. Quarterly Review of Building Preservation/Maintenance Issues
 9. Moose Plate Grant Due


VII. Other Business?

- a. Currently no funds set aside for library building project.
- b. Balance of tax rates if funds for project is delayed until 2019.
- c. Discuss further at February 27th meeting.
- d. Erin Apostolos will email architectural designs and costs to guests.

VIII. Read over motions and actions

Adjournment: Meeting adjourned at 7:32 PM. Next meeting: Tuesday, February 20, 2018, 6:00 PM

Pam Coburn


Betty Strader

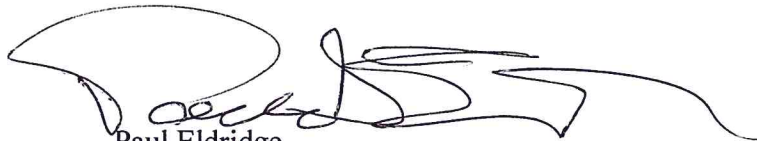
Duncan McNeish



Ann Butler


Lisa Garcia


Bonnie Ireland


Paul Eldridge

