

Meredith Library Trustee Meeting
Tuesday, November 10, 6:00PM
Meeting via Zoom

Trustees Present: Ann Butler, Jonathan James, Betty Strader, Paul Eldridge, Sarah Johnson, Lisa Garcia

Absent with Notice:

Others Present: Erin Apostolos (director), Christopher Leland (assistant director), Matthew Gunby (head of circulation), Maggie Croes (trustee alternate, voting for Virginia Lovett), Paula Wanzer (trustee alternate), Vivian Mitchell (trustee alternate)

Meeting called to order: 6:01 PM

- I. Announcement for Virtual Meeting
- II. **Secretary's Report-approve minutes of October 13 meeting. Motion to approve minutes of October 13 made by Paul Eldridge, seconded by Sarah Johnson. Motion carries unanimously.**
- III. Treasurer's Report
- IV. Library Director's Report
 - a. Request was made for handicap spot at front of building during renovation. The town has added a spot.
- V. Old Business
 - a. Construction Team Committee Report
 - i. Church Boundary Line Adjustment-Tabled
 - ii. Building Project Update-Betty Strader
Slate roof
Flooring
Move-in date to new building section likely delayed until early May.
Meredith Library Fund: Logistics for placement of recognition plaques.
 - iii. Michael Bruss Change Order-Betty Strader and Erin Apostolos
 - a.iii.1. **Motion to approve Michael Bruss' change order and give Erin Apostolos authority to pull these funds from appropriate budget line made by Paul Eldridge, seconded by Jonathan James. Poll of the board. Motion carries unanimously.**
 - b. Paralibrarian Certification Update-Erin Apostolos
 - i. Discussed with lawyer infectious disease policy, FMLA and paralibrarian certification. Infectious disease policy will be brought to December meeting for final vote.
 - c. New Service Agreements-update budget to Town-Erin Apostolos. These will need to be signed by Ann Butler.
 - VI. New Business
 - a. Feasibility Study remainder-Betty. **Jonathan James will determine if these funds need to be voted for at town meeting or by the Select Board.**

- b. Slate Roof Inspection-Erin Apostolos
- c. 2021 Holidays Vote-Erin Apostolos: tabled until December.
- d. **Motion to approve operation and maintenance budget of \$110,800 made by Sarah Johnson seconded by Betty Strader. Poll of the board. Motion carries unanimously.**
- e. Friends/Buy-a-Brick fundraiser update-Erin Apostolos. Highly successful fundraising program.
- f. Perpetual Calendar-Ann Butler
 - November**
 - Approval of Library Trustee Budget from Income from the Trust Funds
 - Treasurer Contact Town for Schedule of Materials Required by the Auditor
 - Strategic Planning Quarterly Review
 - December**
 - Library budget presented to BOS
 - POs for end of year purchase
 - Quarterly review of building preservation and maintenance issues

VII. Other Business? Read over motions and actions-Matthew

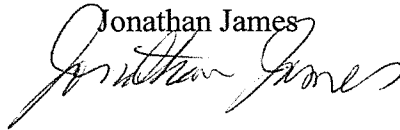
VIII. Adjournment—Next regular meeting: **Tuesday, December 8, 2020.**

- a. Meeting adjourned 7:01 PM/
- b. **Meeting adjourned at 7:01 PM.**

Ann Butler



Jonathan James



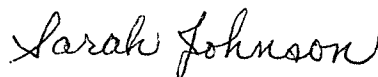
Betty Strader



Paul Eldridge



Sarah Johnson



Lisa Garcia



Maggie Croes

