

Chair Anne Christie called the meeting to order at 4 pm.

Present: Sonja Larsen, Margaret Haraghey, Lee Astin, Sue Hochstetter, Matt Lafontaine

Absent: Beth Regan, Luciann Norton, Janice Trecker

Audience for citizens: none

Minutes of Oct. 1: Accepted as read with motion by Haraghey, 2nd by Larsen, approved by consensus

Treasurers report :Discussion of Ooma charges, and the amount of contributions to FML in memory of

Ruth Grant (\$500).Question still current regarding why Vanguard interest income has not been transferred to checking account. Luci will be asked to follow up with this issue .Treas. report approved by concensus with motion made by Haraghey , 2nd by Christie.

Librarian report: See enclosed. Librarian will need coverage for workshop on 12/2/15, time off

11/21/15. State of CT report due 11/13/15

Assistant Librarian report: Back door bell not working consistently and need s attention, door stop is

needed for back door, no update on certified letter issue. Back door bell fixed by Lafontaine, doorstop will be purchased and installed.

Old Business: A. Bldg. maintenance, Stair railing to Church parking lot installed by Mike Chapel – will be

painted in the spring. Lafontaine will clean the gutters and repair the gutters strap. Snow shoveling will be done by Trevor Frizzel for \$35/hr.

B. Painting estimates and interior painting: 3 estimates obtained were; Cunningham \$5500,

Schlehofer \$4450, Lernould \$3450. Motion made by Hochstetter, 2nd by Haraghey for contract to be awarded to Lerould for the painting of North and East exterior of FML in the spring.

Lerould will also be asked to do some interior painting of front door, front stairs, window surround in librarian desk area as a separate job.

C. Gazette storage; no action, waiting for Dayna Arriola to locate an appropriate file cabinet for Journals.

D Fire alarm; List of members with keys to the building has been sent to C. Goodrich, alarm

Service. Hochstetter will check with town fire chief about a walk through inspection, possible lock box for key storage or if the fire dept. wants to hold a key.

E. Book Sale review; Suggestions for changes to next book sale to increase interest/ profit

1. move location to Town Hall basement or Community Center
2. Add a silent auction
3. Sale of book related crafts with table rental
4. Café tables for coffee and pastry
5. extended hours or 2 day sale
6. Advertise on line book sale site
- 7 .Keep prices low
8. Change the date to early Nov or late Sept.
9. Eliminate sale or have it alternate years

Discussion to continue

F. Rare book policy: Motion made by Haraghey, 2nd by Larsen to accept policy currently in use. Motion passed unanimously. Job description changed to eliminate the word “part- time”

New Business; A. Heater in Librarian office. Heater is old, ineffective, unsafe. Motion made by Larsen, 2nd by Haraghey to purchase a new space heater and 2 flashlights. Christie authorized to Purchase heater, cost not to exceed \$100.

B .Schedule volunteer coverage for Sat. Nov 21; Larsen to open the Library at 9am and stay til 1pm, Hochstetter to cover from 1-3pm and close the Library. Procedures to open/close the Library have been written.

Other Business; none

Adjourn; Adjourned at 5:15 pm with motion by Larsen, 2nd by Lafontaine, all in favor

Next meeting Dec. 3, 2015

Respectfully submitted,

Susan Hochstetter, sec

