

Ashburnham Advisory Board Meeting

September 8, 2014

Public Safety Building

Meeting called to Order at 7:04 pm

Members Present:

Bill Johnson, James Piedrafite, Joe Oliveira, Gail Dumont, Ron Putnam, Allison Weissensee, Bruce Whitney. Doug Briggs TA, Paul Polastri Town Treasurer.

Bruce Whitney abstained from the meeting with the Library Board, due to his wife Maggie Whitney is on the Library Board.

- Meeting with Library Board to discuss new policies and procedures with regards to the handling of cash and receipts by the director and the board.
- Options, all transaction reported to town treasurer, two signatures on all checks, petty cash balance sheet, debit card account closed, no check sent out before board approval, annual audit by third party firm.
- Meeting with Library Board ended at 8:25 pm.
- Motion to approve the of minutes of July 14,2014, made by Gail Dumont, seconded by Joe Oliveira.
- Motion to adjourn made by Gail Dumont, seconded by Joe Oliveria.
- Meeting adjourned at 9:30 PM.

Respectfully submitted,

James Piedrafite

A handwritten signature in black ink, appearing to read 'J. Piedrafite', with a long horizontal flourish extending to the right.