



Stevens Memorial Library
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Summary of Trustee Meeting

December 5, 2011

Present: Paula Dowd, Barbara Hallowell, Cheryl Audino, Mary Kate Romano, Margaret Donovan and Cheryl Paul Bradley

Paula called meeting to order at 4:09 P.M.

Paula introduced the new trustee Mary Kate Romano to the board.

Minutes of November 7th meeting were read.

Barbara made motion to accept minutes, Cheryl Audino seconded, all were in favor.

Paula stated she would like all trustees to keep library emergency phone numbers on hand.

Cheryl Paul Bradley stated that the activity room had been painted by a tax write-off volunteer and he will paint the bathrooms. This will only cost the library the amount of supplies.

The bathrooms would be started this week.

The foundation had not leaked during the last rain. Steve Nims suggested putting crushed stone and cobble stones out further than they are now, and a French drain in. It would solve the problem. Water coming from roof, not ground.

Cheryl stated she would get quotes for job. Rob Brennan stated he could do the job.

Cheryl Audino made motion to have job done by Rob Brennan, Mary Kate seconded, all were in favor.

Barbara stated she went to Lowes and found wood cabinets for the activity room for \$159.00. She will purchase them and have Rob Brennan pick them up and install them.

Paula stated we should get some pallets for custodial storage closet just in case water was to get in there. That way nothing would get damaged.

Cheryl Paul Bradley stated custodian was going to strip the activity room floor but wasn't sure it would help.

Barbara stated Stan at the Light Co. was getting her a cost on the solar panels.

Also she gave a treasurer's report : money market has \$30,735.30 (from trust funds), total funds \$147,013.90, debit card account \$1033.64. Bought fax machine for \$158.40 which included service contract and extra cartridge.

Barbara stated Cheryl (director) should get list of volunteers and have someone in charge to call volunteers as need.

Cheryl Paul Bradley stated budget on track. Budget for 2013 has two increases from 2012. Due to a technicality in 2012 budget the MBLC requested her and Ed Vitone to meet with them on Jan. 6 to explain the issue. Handed out statistics for last three years showing increase in library usage and programs.

Rebarcoding almost done. Would like to have staff and volunteer Christmas lunch on Dec. 10th at 12:00
Also explained executive session procedure for selectmen. Two separate votes required: vote to accept minutes and vote to make public.

Margaret made motion to adjourn, Cheryl Audino seconded, all in favor. Meeting ended 5:01 P.M.