



Stevens Memorial Library
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SUMMARY OF TRUSTEES APRIL 4, 2011

Present: Cheryl Audino, Margaret Donovan, Paula Dowd, Barbara
Hallowell and Cheryl Paul-Bradley

The minutes of the March 7, 2011 meeting were read. A motion to accept the minutes was made by Margaret Donovan and seconded by Barbara Hallowell. All voted in favor.

Director's Report:

1. FY 11 budget in on track.
2. Library main floor interior painting is completed.
3. FY 12 budget: TA's proposed budget posted to warrant.
4. Cheryl informed the Trustees that the town accountant and town administrator will attend the June meeting.

Trustees discussed past policy regarding oil bids and will send a letter to TA to suggest that the Library Trustees be allowed to follow past practices to get their own bids for oil for the library and to be included on the Town Oil bid; The Trustees will contract with lowest bidder.

Trustees discussed current library policy and procedures as well as state regulations for staff meals and breaks.

New officers will be elected at the Trustees May 2, 2011 meeting.

Margaret Donovan made a motion to adjourn the meeting. Cheryl Audino seconded the motion. All voted in favor.

Next meeting of the Trustees will be held May 2, 2011 at 4:00 PM.