

Unapproved Minutes: May 3 2017 meeting Fairfax Community Library Trustees.

In attendance; Liz Griffin, Eric Foreman, Chris Fearon, Pat Gallant, Janel Gamm, Debbie Landauer, Joy Mercer.

Pat called the meeting to order at 6:30.

There was neither correspondence nor public input.

The minutes of the March 30 meeting were approved. The motion to approve was made by Chris.

Eric, the new treasurer reported that he had received all the necessary documents and records from Kyle. Bank signature cards have been signed by Eric and Pat. Both will have access to the accounts. Checks will now need two signatures. Deb Woodward is also be a signatory. The latest balance of the savings account is \$2722.62, and the checking account, \$540.56.

Updates.

Re: no idling signs. Concerns about idling cars outside the library was discussed at the Joint Board meeting on April 13. New signs are now up and are highly visible to drivers.

Re: facilities meetings

John Tague has yet to send Pat information about the dates for the facilities committee meetings. Since the library will eventually need more space, it seems appropriate for someone from the library to attend these meetings, thus the need for information.

Re: capital improvements.

Joy met with John to discuss what she and Debbie have selected to purchase with the funds available through the school's surplus of Capital Improvement Fund. He felt that her selections were suitable and appropriate. Joy will attend the School Board meeting on May 8 to present her list of desired items. The materials ordered have to be delivered by June 30.

Re: Summer reading program

Funding for the summer reading program tee shirts is in place. The Enrichment Fund will contribute half, which is \$418, and the Trustees will pay the balance which will come out of the savings account. A motion was made to do this by Liz and approved.

This year the readers who participate will be asked to record number of minutes spent reading. They log a sticker for every 20 minutes, rather than a certain number of books to wind tee shirts and other prizes. This year's nation-wide Summer Reading Program theme, Build a Better World.

Prizes for readers in the 6-12 year old category include our long standing tradition of 2 bicycles funded this year by the BFA Board of Trustees.

New Business

Capital Improvements.

John gave Joy three categories: \$ 25,000, \$50,000, and above. Joy will create proposals for all 3 levels.

In selecting items, her concerns were suitability, flexibility, and durability. She did not want items that would not be useful in the future, or would get in the way. Ordering will take place mainly through Demco which has a statewide contract and the best overall prices.

Materials ranged from foldable, moveable tables to replace the current heavy wooden tables, to metal shelving for juvenile fiction, to a book repair station.

The total for all the materials ordered came to \$33,000, which is higher than the minimum, but less than the second target of \$50,000. Should it be possible to add to the list so the cost will reach the \$50,000 amount, possible addenda include new rugs and new cabinets for the Fairfax room, and an area rug in the reference room.

The trustees appreciate the amount of work Joy, and Debbie put into creating the list of materials, and support their efforts to create a more workable environment for all library patrons and staff.

The next Trustees' meeting will be May 25, 2017. The meeting was adjourned at 7:55. .

Respectfully submitted

Rev. Elizabeth Griffin, secretary.