

MINUTES OF THE LIBRARY TRUSTEES JANUARY 5, 2018

The meeting was called to order at 11:35 by Diane Kotch, chairperson. Also in attendance were Jen Mayer, Beth Cairns and Deborah French, director. The agenda was passed out.

The minutes from September 8, 2017, were read and approved.

There was a short discussion concerning the Friends' book sale in December. It will be evaluated by the Friends at their next meeting.

Budget discussion followed. Increases were made in the technology line item as well as line items for office supplies, programming and materials. Our MVLC membership (Merrimac Valley Library Consortium) also had a small increase.

Technology will increase due to website yearly maintenance, including Eventkeeper and Ticketkeeper. We voted the budget to include these items.

Deb was encouraged to pursue the open part time position (6 hours).

Diane made a motion to submit a letter for merit pay for Deborah. Jen seconded the motion. Motion was voted unanimous. Jen offered to write a letter for us to approve and send.

Deb was directed to purchase a lap-top for her use. She will contact the MVLC technology representative. She will be able to move out of her cold desk area and work in warmer places within the library. Deb will notify Brendhan concerning the extremely uncomfortable temperatures near the old door. She will pursue getting internet access in the small meeting room.

We did not get to the Director's Report.

Meeting adjourned at 1:15pm.