

Milton Free Public Library Trustees
Minutes
May 22, 2014

Attendees: Les Elder, Laurie Palmeira, Larry Brown, Betsy Baker, Mike Beaulieu (via telephone), John Katwick, Barbara Hughes

The meeting was called to order at 6:00 PM by Les Elder.

A motion was made by Larry Brown to approve the meeting minutes from April 23, 2014 as amended with the following correction "Larry Brown suggested removing \$400 from the contracted services line item 340 and \$500 from line item 620 Office Supplies if needed in November." Les Elder seconded. All agreed.

Mike Beaulieu phoned into the meeting and was placed on speakerphone. Mike discussed the plan of supplying workers from the Milton Department of Public Works to remove the 2nd story egress. Weight disposal and dumpster would be supplied by the town. Mike Beaulieu would oversee the project and the Board of Selectmen approve of the plan. Larry Brown questioned Mike Beaulieu on start date, safe lead paint removal, and arch detail restorations. Mike Beaulieu confirmed that all issues would be taken care of. Mike Beaulieu then left the meeting via phone.

Discussion ensued regarding the 2014 LCHIP grant application. Laurie Palmeira presented numerous application grant questions that she needed input with. Possible Scope of Work for the project will be siding repair, repainting, trim work, and foundation work. Les Elder and John Katwick will work together to find possible contractors interested in bidding on the project. Laurie Palmeira will draw up a Scope of Work. LCHIP grant proposal is due by June 27th, so time is of the essence.

Discussion ensued about adopting the Land Trust Alliance's *2004 Revised Land Trust Standards and Practices*. Larry Brown made a motion to adopt the standards, Seconded by Les Elder. All in favor.

Les Elder gave the Treasurer's report. There is currently \$811 in the checking account and as of April 30th, 2014, 32% of the budget has been expended. \$300 will need to be expended from the Capital Reserve fund (current balance of \$21,000) to pay J&S Tech Electric of Milton for review of the electrical systems at the Library.

Librarians Report - Betsy Baker presented the librarians report. Current events at the library include the Plant Sale on May 23rd, as well as the bell tower raffle, library open house, and readying the raised bed vegetable gardens for planting. Current patron count (including adults, teens, and children) is 291 as of May 22nd. Total patron count for April 2014 was 391.

A volunteer donated their time and labor to construct two new bookcases for the library. Total supply cost for the bookcases was \$104.01. Les Elder made a motion to reimburse the volunteer from the checking account in the amount of \$104.01. Laurie Palmeira seconded. All in favor.

Betsy reported that the library cards for the Nute students are done and were also being given to 5th graders as well. Les suggested perhaps contacting the homeschool population in the community as well to see if they also needed library cards. Betsy also noted that she currently had three or four families signed up to tend the vegetable gardens as well as lots of volunteers to water and weed. Planting will start next week. A volunteer will add seasonal potted plants to the library front steps and Les Elder will add plantings around and under the front library sign. Les will obtain plants through the Lockhart Fund.

The next Library Trustee meeting is scheduled for Thursday, June 19th at 6:00PM at the library. Items on the next agenda will include updating policies and job descriptions.

Larry Brown made a motion to close the meeting at 7:52 PM which was seconded by Laurie Palmeira.

Les Elder

Laurie Palmeira

Larry Brown