

Gleason Public Library

Meeting of the Board of Trustees

June 27, 2013

Attendees

Present were Steve Golson, Katie Huffman, Thornton Ash and Larissa Shyjan.

Reports and Approvals: Secretary, Treasurer

- Motion made to approve the April Minutes. Minutes were approved.
- The Sunday hours fund has been moved to the GPL Gift Fund.
- Thornton Ash completed paperwork with Middlesex Bank.
- Motion to accept Treasurer's report. Report was approved.

Director's Report and Questions

- **Staff**
Staff evaluation process to begin in July. The 2.25% salary increases will go into effect on July 1st.
- **Budget**
FY 2013 budget was reviewed. It is anticipated that \$10K of the \$23K favorable 2013 budget balance will be returned to the Town.
- **Building**
The RFP has been finalized by Tim Goddard. The title for the library is being researched by Town counsel and Tim Goddard in order to complete filing the Order & Conditions document with the Registry of Deeds.

Patriot Electric completed miscellaneous projects and will install the overhead projector in the Hollis room.

A an inventory of surplus and obsolete equipment is being conducted.

- **Programs/Outreach**

The Gettysburg exhibit continues to be very well received with good attendance.

The endowment will contribute \$200 in support of the Illumination Opera's Civil War musical event on July 18th at the FRS.

Two Ipads with Zino titles have been procured and will be available for general use.

A new e-audiobook platform and an independent film database have been procured which will enhance the current service.

An IMac loaded with Adobe Suite has been procured and will be available to the public.

Old Business

- The Gettysburg artifacts inventory by Janet Hentschel is in process.
- Update on drainage situation.
- The best storage location for the Gettysburg collection is still being researched.

Included Documents

- Minutes, May 23, 2013
- Treasurer's Report, June 27, 2013
- Director's Report, June 27, 2013
- May 23, 2013 update on Gettysburg Collection security
- May 29, 2013 update on retention basin

Next Meetings

- July 17th, 1PM

Respectfully submitted,

Thornton Ash

Secretary, Gleason Library Trustees