

Gleason Public Library

Meeting of the Board of Trustees

September 16, 2013

Attendees

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

Reports and Approvals: Secretary, Treasurer

- Motion made to approve the July minutes. Minutes were approved.
- Motion made to approve the August 5, 2013 minutes. Minutes were approved.
- The Treasurer's reports for August 15 & September 16 were reviewed, fund performance discussed.
- Motion to accept Treasurer's report. Report was approved.
- Motion to approve disposal of excess equipment was approved.

Director's Report and Questions

- **Staff**
All staff evaluations with one exception have been completed.
Annual state reports, ARIS report is completed, financial to be completed by October.
GPL to participate in town wide classification study.
- **Budget**
FY 2014, year-to-date budget reviewed and tracking to plan.
GPL participated in town audit, findings satisfactory.
- **Building**
BOH extended the septic system permit through 8/31/2014 at the August 10th meeting.
Excess equipment inventory reviewed and trustees approved disposal of everything other than a stretcher.
Alpine Air Conditioning to rectify HVAC problems. Proposal attached. Water quality to be evaluated as it impacts the HVAC system.
GPL landscaping to be evaluated and a plan for going forward to be prepared.
Hollis Room projector mounting proposal reviewed. The drawing for the mounting is attached.

- **Programs/Outreach**

The summer reading programs were reviewed and summary is presented in the Directors report.

Old Business

- The Gettysburg inventory has been completed and Janet Hentschel presented the results. The Trustees will prepare a draft of a plan for the action items thought to be necessary for maintaining the collection going forward.

New Business

- Initial discussion about a FY 15 Annual Plan
- Initial discussion about a GPL Disaster Recovery Plan
- Initial discussion about A GPL Long Range Plan

Included Documents

- Minutes, July16, 2013
- Treasurer's Report, August 15 & September 16, 2013
- Director's Report, September, 2013
- Alpine proposal
- Projector mount drawing
- BOH meeting with GPL Trustee, August 5, 2013
- Gettysburg inventory & notes
- ALA Trip Report
- Director's list of excess equipment

Next Meetings

- October 24st, 10AM Endowment meeting
- October 24st, 11AM, Trustee Meeting

Respectfully submitted,

Thornton Ash
Secretary, Gleason Library Trustees

