

Gleason Public Library

Meeting of the Board of Trustees

November 19, 2013

Attendees

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

Reports and Approvals: Secretary, Treasurer

- Motion made to approve the October Minutes. Minutes were approved.
- The Treasurer's report was reviewed.
- Motion to accept Treasurer's report. Report was approved.

Director's Report

- **Staff**
Classification underway, any impact to budget should be known by 12/1/2013.
- **Budget**
FY2014 budget on plan.
FY2015 level funded budget presented to FinCom and Longterm Capital Committee. The 2014 COLA might impact this budget, but not yet known. Director is comfortable that GPL will meet Municipal Appropriation requirements for FY2015.
LTC Committee/FinCom requested GPL obtain a quote for roof repairs ASAP for possible inclusion in the FY2015 budget.
- **Building**
Will obtain a quote for building water filtration system.
Will investigate GPL and surrounding wells depth, etc.
Hollis room lights, fan and projector mountings to be checked for adequate anchoring to roof system.
- **Programs/Outreach**
Motion made to fund up to \$1000 for insurance and other expenditures at the Carlisle Reads event at the FRS in January. Motion approved.
Director to draft and submit a letter to the Mosquito concerning behavior at GPL on early release days.

Director has contacted two conservators about reviewing and preparing a report on town collections.

A motion was made for trustees to fund up to \$4000 for a Conservation Assessment Plan. The motion was approved.

New Business

- The Director presented the Action Plan:Fiscal Year 2015. A motion was made to accept the plan as submitted. The motion was approved.

Included Documents

- Minutes, October 24, 2013
- Treasurer's Report, November 19, 2013
- Director's Report, November 19, 2013
- FY2015 budget and capital plan
- Water quality letter
- Patron letter to Mosquito concerning early release
- Action Plan:Fiscal Year 2015

Next Meetings

- December 17th, 10AM

Respectfully submitted,

Thornton Ash

Secretary, Gleason Library Trustees