

Submitted by: Carol Bird

Present: Library Staff: Bernadette Rivard

Library Board: Amy Bartelloni, Carol Bird, Rebekah Tracy, Nicole Buckley

Location: Bellingham Public Library

Next meeting: January 9, 2020 at 7:00pm

Meeting was called to order at 7:00 pm by Nicole Buckley.

Amy made a motion to approve the minutes from the November meeting. Nicole seconded. All in favor.

Approval of Library Invoices FY2019

	11/20/19	12/12/2019
Building Maint & Supplies		370.10
Books & Periodicals	5417.20	2757.68
Dues & Memberships		
Electricity & Gas	564.98	1043.67
Equipment Maint Costs		106.19
Gift Fund	431.87	225.00
In State Travel		
Building Maintenance Costs		777.50
Postage		20.75
Professional Development		
State Aid - Professional		
State Aid - Supplies		
Office Supplies	563.92	230.97
Janitorial Supplies		276.58
Technical Maint Services		
Users Fees	417.33	170.20
Total	7395.30	5915.64

Conference Room

- Bookcase refund received.
- Gary will be moving an electrical plug, then we can finalize the room setup.
- We have hung some of the contest winning photos on one wall; the rest will go on the other wall after electrical work is completed.

Community Room

- Chair rail has been installed.
- Bernadette showed trustees paint samples to paint the bottom of the room, the chair rail, and the trim.

Capital Plan

- We will need to decide at the January meeting what we will be presenting for the spring town meeting for Capital.
- Bernadette suggests we consider proposing the full Rhinoshield and siding project and depending upon costs, use some state aid to supplement the funding of the project.

Anniversary Books

- Sales have started
- Sold about 20 so far.

Book Donation Policy

- Amy made a motion to approve the second reading of the book donation policy. Nicole seconded. All in favor.

Library Policy on Fees for Items Returned Without All Parts or Pieces

- Amy made a motion to approve the first reading of the Library Policy on Fees for Items Returned Without All Parts or Pieces. Rebekah seconded. All in favor.

Planet Aid

- Has been canceled.

Census Recruiting

- Will be allowing U.S. Census job recruiting at the library.
- Will need to take place in a room.

Salary

- Discussed staff salaries.
- All reviews will be completed by the end of January.

-Amy made a motion to approve a motion to add an addendum to the teen librarian's contract. Nicole seconded. All in favor.

Budget

-FY2020: About half way through the budget, at halfway through the fiscal year.

-FY2021: Reviewed budget and discussed staff salaries

-Amy made a motion to approve the FY2021 budget request. Nicole seconded. All in favor.

Meeting was called to a close by Nicole Buckley at 7:30 pm.