

**Hopkinton Town Library
Trustees Meeting
October 15, 2018**

Attendees: Elaine Loft (President), Pete Gagnon (Library Foundation Representative), Emilie Burack (Secretary), John Greabe (Treasurer), Donna Dunlop (Library Director)

Absent: Nancy Skarmeas (Corresponding Secretary)

The meeting opened at 7:00 pm in the Slusser Center.

Secretary's Report:

Pete made a motion to approve the minutes from the 10/2 meeting. Elaine seconded the motion. All voted in favor except John, who abstained because he had missed that meeting. John made a motion to approve the minutes of the 10/9 meeting. Peter seconded, and all were in favor.

Building Reconstruction Update:

The group reviewed revised bids from Meridian, Bergeron, and DubePlus and formed a list of questions for the interviews.

Donna will call to set up interviews for next week.

The group reviewed the lists of references. Elaine, Emilie, and Donna will make calls to these references so the group will have feedback before the interviews.

Donna continues to gather recommendations from staff and patrons as she works with Tucker Library interiors on the new layout.

The group reviewed Donna's Rotary presentation which she will be making on Wednesday morning.

The meeting adjourned at 7:49 pm.

Respectfully submitted,

Emilie Christie Burack, Secretary