

Hopkinton Town Library
Board of Trustees Meeting, November 20, 2017

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

Elaine called the meeting to order at 7:06 pm.

Secretary's Report: Peter moved to approve the October minutes. This was seconded by Elaine and passed unanimously.

Treasurer's Report: John presented the Treasurer's Report. The library is on track with its budgeted expenditures. There were no remarkable financial matters. All current financial information is attached to these minutes.

Director's Report:

Donna noted that Cynthia Garland has joined the circulation department library on a "floating" basis. Donna attended the fall meeting of the NH Library Association. 45 feet of damaged sprinkler piping was replaced, and insulation was added around the water heater in the attic. These and other items are included in the report attached to these minutes.

New Business:

The group discussed ways to request photo releases at public events. John will look into the legal aspects of this issue. Donna is looking into improving the lighting on the steps that lead to the Senior Center and to the parking lot. She is also looking into finding a "handy man" type person to take care of unexpected building issues.

Old Business:

Donna shared a proposal from Hoyle, Tanner & Assoc. to improve parking for the library. This proposal includes adding much needed spaces for disabled persons. The trustees approved Winnepocket's estimate to repair the stone steps in the front of the library. This will be paid from the Capital Improvements budget. Elaine and Donna continue to work on plans for the HTL 20th anniversary celebration.

The meeting adjourned at 7:58.

NEXT MEETING: December, 19, 2017

Respectively submitted,

Emilie Christie Burack
Secretary