

**Hopkinton Town Library
Trustees Meeting
November 5, 2018**

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

Elaine opened the meeting at 6:30 at St. Andrew's Church.

Secretary's Report

Nancy made a motion to approve the minutes of 10/22 and 10/25. Peter seconded the motion. The motion passed. John abstained because he had not been able to attend those meetings.

Reconstruction

Based on the interviews and bids from Meridian and Bergeron Construction, the trustees agreed to award Bergeron the contract. Donna and staff have been working on new layout options. Emilie and Nancy will attend the next few staff meetings to learn more about how this is coming together.

Statement of Loss

The group reviewed and discussed the Statement of Loss from Primex's claims' adjuster, Tim Crowley. Donna will run this by the town's attorney and manager. She will also get clarification on how he arrived at the 20% depreciation number.

Director's Report

Donna reported on the NH Library Association Meeting. Holiday hours for staff will follow Slusser holiday hours. With respect to weather, Donna and staff will follow Hopkinton School closings. E-books have taken off since library fire. Programing has started again in the Community Room. Donna has started work on the write-up for the annual report.

The meeting adjourned at 7:22 pm.

Respectfully submitted,

Emilie Christie Burack, Secretary