

**Hopkinton Town Library  
Trustees Meeting  
January 31, 2019**

Attendees: Elaine Loft (President), Pete Gagnon (Library Foundation Representative), Emilie Burack (Secretary), Nancy Skarmeas (Corresponding Secretary), Donna Dunlop (Library Director), Jason LaCombe (SMP), Doug Brown (Bergeron), Mark Dill (Bergeron)

Absent: John Greabe (Treasurer)

Elaine opened the meeting at 6:00 at the Slusser Center.

**Secretary's Report**

Nancy made a motion to approve the minutes of 1/09/19. Peter seconded the motion and it passed unanimously.

**Reconstruction:**

Jason reviewed the latest interior design plan with the group. Carpet and paint colors were selected.

Painters will paint sample walls next week for staff and trustees to review.

Bergeron does not yet have a quote for heating and lighting for the new study rooms. They will submit this as soon as possible. They will also provide quote for the wall for the children's area.

Bergeron will recalculate the price they quoted to move the door on the craft area to reflect the simpler design. They will also eliminate the cost for moving the puppet theater.

Desks: Jason will follow up with the local millworker to determine cost and timing.

Shelves and furniture: Jason and Donna will meet with Tucker Interiors to make final decisions.

Donna will meet with adjustor Tim Crowley on 2/1 for a claim update.

Donna advised the trustees that the Library Foundation will be contacting all those who have donated to the renovation project to verify their intent.

Elaine adjourned the meeting at 8:10 pm.

Respectfully submitted,

Emilie Christie Burack,  
Secretary