

**Hopkinton Town Library—Library Board of Trustees**  
**Meeting Minutes—3/4/19, 6:30pm**

Attendees: Nancy Skarmas; John Greabe; Peter Gagnon; Elaine Loft; Donna Dunlop, Library Director

**Secretary's Report:** Trustees approved minutes from January 2019. There was no formal Board meeting in February. Trustees noted that they should try to meet at least on a monthly basis.

**Treasurer's Report:** John Greabe presented the January and February Treasurer's Report noting that there were no extraordinary transactions in these months. Memorial gifts were made for Jane Frymoyer and \$3,655 received in February from Eversource was a rebate for our lighting retrofit project.

**Foundation Update:**

- Forms have been received from approximately 75% of those donating for post-fire projects. Only two have requested that their gifts be refunded upon learning that insurance would cover most repairs to bring the building back to where it was pre-fire. The Foundation is contacting non-responders for approval.

**Preparation for town meeting:**

- Decision was made to present an update on progress at HTL for the community. Emilie (not present at the meeting) to read a statement at the start of town meeting.

**Insulation Proposal:**

- Board decided against a proposal to add strapping throughout the main library, which would allow for the addition of spray foam insulation at a later date. After discussing the cost/benefit of having additional insulation put in place, the trustees determined that this was not a good investment at this time.

**Audit:**

- Recent audit found no issues

**Reopening plans:**

- Potential for a grand-reopening event on a Sunday in May.

**Quilt and Display Cabinet:**

- There is no room in new layout for the quilt or the display cabinet. Staff is using as much wall space as possible for additional shelving. Board agreed that the cabinet could be moved to the hallway outside the community room. Board gave approval to return the quilt that had been hung in the main library to the Hopkinton Historical Society. We will still have one quilt on display in the Community Room.

**Voting Day:**

- Town voting is on 3/12. Nancy is running unopposed for another term.

**Cupola Ceiling:**

- No mural on the cupola ceiling
- Murals to be painted inside the children's area by Judy Dibble.

**Building Update:**

- Painting continues, furniture and floor coverings have been ordered, automatic door is installed,

*Meeting adjourned at 8:00 pm*

Next meeting is Monday, April 8 at 6:30

Nancy Skarmas