

The Library Trustee meeting of August 28, 2018 began at 12:06 p.m. Present at the meeting was a quorum made up of Trustees Gary Bridgman (acting as recording Secretary), Robin Weber, Beth Cournoyer, Maureen Gullekson (joined at 12:15) and Richard Whitney. Library Director Margaret Morrissey was present.

The Minutes from the prior meeting were distributed and read. Beth Cournoyer made a motion to accept the Minutes which was seconded by Robin Weber, and carried.

Financial Report - Gary Bridgman had no financial report to present for this meeting.

There was no Chairman's report.

Margaret Morrissey began the Library Director report.

The Capital Funding place for the town's fiscal year ending 2019 includes the roof repair to be undertaken and paid for by state aid at an expected cost of \$14,975. Additional camera installation would cost \$17,480. She attended the Education and Human Services Sub Committee to have the for Rockwell Roofing contract approved.

As part of the capital expenditure discussion Margaret discussed the issue of "occupancy load" permitted per room. The discussion about the occupancy load in the building was the result of a new inspection that the town has initiated for places of public assembly. The Inspections Department is now indicating that we will need an architect/engineer to draw up a plan and calculate the occupancy based on the configuration.

Margaret briefly discussed the 501(c)(3) status of the Friends of the Jacob Edwards Library. The exempt status appears to have lapsed as a result of failure to file certain IRS returns.

Margaret reported on her discussion with some employees of the Springfield Public Library with regards to the Story Walk project. She indicated that the Trustees has indicated support for the project in the July meeting. The project is still in the fact finding stage.

Margaret is seeking another intern for the Library.

Margaret report that James Dyer has sent correspondence volunteering his assistance with fund raising for the Library. Beth Cournoyer, Maureen Gullekson and Richard Whitney agreed to act as a sub-committee and meet with James Dyer in a fact finding meeting.

Margaret received a \$315 donation to the Library and suggested that a gift policy should be discussed in a future meeting.

Maureen Gullekson moved to adjourn and the motion was seconded by Beth Cournoyer. The meeting adjourned at 12:51 p.m.

Gary L. Bridgman, acting Recording Secretary