

BOARD OF LIBRARY TRUSTEES

April 4, 2017
2:00 pm

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APPOINTMENTS

DIRECTOR'S REPORT

1. Contract for new janitorial vendor (T&S Cleaning Service. July 1, 2017-June 30, 2018).
2. Reference Room bay windows have new Hunter Douglas shades installed. Measurements taken for last windows on the main level.
3. M.L. Schmitt and Hampden-Zimmerman are coordinating with an Eversource representative on retrofitting the building's fluorescent light fixtures.
4. Friends will fund three upcoming museum pass renewals for the library: Amelia Park Children's Museum, The Zoo at Forest Park, and The Ecotarium. Friends' funding is applied to the Materials expenditure for State Aid.
5. Library Board reorganization.
6. New town Personnel Policy Manual has been delivered to all departments.

CORRESPONDENCE

1. Friends of the Library Meeting minutes, 3/28/17
2. Board Reorganization memos.
3. C/W MARS: Collection Management CDIG Recommended Guidelines (November 2016)
4. T&S Cleaning Service contract.
5. Retirement party announcement for Chief Mark Babineau.

EXECUTIVE SESSION:

DISCUSSION: Open

The May 2017 meeting date/time has yet to be determined. *Not all topics listed in this notice may actually be reached for discussion. In addition, the topics listed are those which the chair reasonably expects will be discussed as of the date of this notice.