

Agenda
July 27, 2017
Board of Library Trustees

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APPOINTMENTS

No appointments are scheduled for the meeting.

CORRESPONDENCE

1. Minutes of June 2017 Board meeting.

NOTES AND COMMENTS

Submitted by Patrick McGowan, Director
Hubbard Memorial Library

Meeting to take place at the Hubbard Memorial Library on July 27th at 3:00 PM.

DISCUSSION

- Facilities Issues
 - Chris, Elaine and Paul Santolini have been enhancing the landscape to improve the plant beds and grounds
 - Repairs made to Sprinkler System – 21 ft. of pipe replaced – Bay State Sprinkler Systems
 - Front doors needs to be replaced
 - Repair estimate is almost the same as a new door
 - HVAC unit on Roof needs to be replaced
 - Enter discussions with town to have them absorb costs
 - Contractors have been contacted to repair
 - 2 missing shingles on roof – Titan
 - Several lights out in the Adult computer / Reference / Reading area – ML Schmidt
 - The library website hosting through Network Solutions will be renewed for another year
- Collection Development
 - We have transitioned from Baker & Taylor to Ingram
 - Staff training has been scheduled for 8/2/17 for July and myself
- Staff development
 - I have asked all staff to review the Aspen Institute - Rising the Challenge: Re-envisioning Public Libraries document – sample provided

MEETINGS

The September 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.**

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