

Library Trustees Minutes **5/24/2007**

The Waterboro Library Board of Trustees met on May 24th, 2007.

Present: Bobbi Gallant, Brigit McCallum, Jessica Peck, Tom Cyr, Jon Willard, Ruth Blake and Sherri Johnson.

Absent: Dee Barker

To be approved: Secretary's report from the April 26th meeting. A motion to approve was made by Brigit. Seconded by Bobbi. Approved 4-0.

Librarian's report: Ruth reported that the roof problem was being resolved. Brigit has contacted someone to come and look at the leaking spot. A problem with the chimney leading has also been noted. The chimney has been retarred a number of times and this is a sign of more significant problems. An estimate is being sought for the cost of releading the chimney. Another potential problem has been noted in the "wobbly" toilet, a sign of unstable flooring.

Financial report: All budgeted capital items have been purchased. We continue to be on budget. Some concern about which account supplies a salary for Neal Hurlburt.

Discussion:

Facilities management: A discussion was had about the management of the facilities, which now lies with Ruth. In order to free up her time to do her regular library duties, the hiring of a facility manager was discussed. This person would be responsible for a weekly walk through of the building and filling out a report for review by the trustees, and also spearheading the resolution of any issues that come up. A sub committee should be set up to define these duties and propose a job description. They also would address the issue of payment. Tom moved that a sub committee be formed to create a set of duties for a part-time facilities manager and to determine a dollar value for such a manager. Second Bobbi. Approved 4-0. The committee will be chaired by Tom and will include Bobbi and Jessica. A report will be presented to the Board at the June meeting.

WPL Book program in association with the Goodall Health facility is being pursued. Brigit has made contact and has had a favorable response. The financing of the project is in question and Brigit is looking in to grants.

Friends report: The mega-sale is being planned. The dance is no longer going to be held in conjunction with the walk-a-thon. Still looking for walkers. Some prizes will be awarded. The walk-a-thon will be held on June 16th.

Building Committee report: King grant is done. This is a major contribution toward the new library and a note of congratulations and appreciation to all those involved. Another donation is being pursued through the Hannaford Charitable Foundation.

Motion to adjourn was made by Brigit. Second by Bobbi. Approved 4-0.

Respectfully submitted,
Sherri Johnson