

**ABBOTT MEMORIAL LIBRARY
BOARD OF TRUSTEES MINUTES
June 18, 2018 Meeting**

The meeting began at 7:10 PM. Present: Betsy Rhodes, Nancy Merrill, Jean Souter, Tessa Westbrook, and Cory Smith, Librarian.
Absent: Anne Bower and Jenn Gubbins

Betsy Rhodes ran the meeting. The agenda was reviewed and adopted. The minutes from the May meeting were approved as amended.

REPORTS

Librarian: Cory reported that she finished spending the budgeted amount for this fiscal year.

The reading logs for the summer reading program were dropped off at the school for the students. Sarah Walker sent an email to the parents to explain the program and remind families of the various passes (state parks, Billings Farm, & VINS) that could be borrowed. The Fairy & Toad House event in collaboration with Artistree will take place on June 23 with Fiona Davis heading up the designs made from the old cresting tiles. The board will provide refreshments. We discussed the materials that might be used to create the "houses" that will be placed along our common border.

Building and Grounds: The radon levels are fine.

The clean up and organization of the basement is moving along. Some of the boxes of books will be removed and the extra roof tiles that were ordered for the restoration project will be inventoried.

The recent seal around the basement pipe looks fine.

The front steps will get another coating of sealant in July. Betsy is looking into buying it, but will also call John Barnes for his advice.

Betsy weeded and put wood chips around the shrubs and on the path connecting Artistree.

She will remove the last screen around the trees that were once put up for protection. The others have been taken down because they were choking out the trees or shredded and useless.

A big thank you goes to Peter Gebhardt for putting all the screens in.

Treasurer: Nancy went over the May budget. The books and audios that Cory ordered will show up in June.

We reviewed the year end numbers which look great. We discussed what to do with the excess funds from our operating budget at the end of our fiscal year. It was decided to put most of the excess in our reserve account (Vanguard) leaving plenty to cover June.

A giant thank you goes to Nancy for taking over this big job.

Development: Tessa spoke with Mimi Eastman who will be painting a picture of the library soon. Notecards will be printed from her painting. During a discussion, it was suggested we have a basic "blurb" about the annual appeal printed on the card, with a personal handwritten note added. We will also order blank notecards.

Community Outreach: Jenn could not be at the meeting.

Chair: Anne sent notes since she could not be at the meeting.

Karl Sbardella inspected our slate roof and made some repairs. The roof is generally in fine shape, however, the extra slates we have in the basement are no good for use. So if we need to replace any, we will have to buy them. We already have plenty of cresting tiles.

The Hutchinson chair in the basement will be loaned to the Woodstock History Center. We need a loan agreement and Alan Graham would like a copy of it too. Tessa agreed to take on this job.

OLD BUSINESS

The website is done! It's up and running. Yippee!

Hutchinson chair - see Chair report above.

NEW BUSINESS

From the June Trustees' Calendar:

Prepare for summer events: Betsy will check with Mark Binder regarding the Moth that we usually host near the end of the summer. We came up with August 17 or 24.

The Yard Sale to benefit the Fire Department will be from 9 to noon on Sunday, August 5. There is no rain date. Cory will make a sign and Jenn or Anne will put it on the listserv and Front Porch Forum. Nancy will bring tablecloths, blankets, and change. (\$) We might put out some books, but no clothes for sale. Many of the board members will not be in town that day. Coordination will take place through email since we have no meeting until August 20th.

The meeting adjourned at 8:45 PM.

The next Board of Trustees Meeting will take place at 7 PM on Monday, August 20, 2018.

Respectfully submitted,
Jean Souter