Taft Public Library Trustee Meeting Notes

11/8/11

Attendees: Bob Carlson, Susan Darnell, Andrew Jenkins, Bill McHenry , Don Morin

Meeting called to order at 7:05 by Susan Darnell, Bill McHenry 2nd & all in favor.

Minutes of 10/4/11 meeting approved & accepted. Susan Darnell moved to accept & Bill McHenry 2nd & all in favor.

Discussion of Director’s Report (submitted by Carrie in advance of meeting)

* Re: Lack of heat until new furnace installed: Susan told Andrew that management has authority to close the library if lack of heat necessitates this.
* Re:Budget report. Discussion logistics of paying for furnace installation until reimbursement is issued. Susan will initiate discussion with Claudia as to how to cover expense of installation.
* Re: Budget / Labor expenditures: The board will ask Carrie for more details of labor expenses (such as # hours library was open during reporting period) so we have the ability to compare actual expenditures with a budget target.

Discussion of Furnace Replacement: Roland Boucher of Boucher Energy Systems, Inc. joined the meeting to explain details of several proposals his company is submitting. After Mr. Boucher departed, the board reviewed the specifications and all of the proposals and bids submitted from vendors. The decision to select a contractor was delayed until bids are reviewed by Barry Iadarola. Susan will contact Barry.

Update on State Waiver: Waiting on response from Town Administrator on status of State Waiver.

St. Mike’s

* Susan and Bill provided summary of site visits with Phil Wheelock (architect).
* Next step: Arrange walk-through with Building Inspector so he can provide list of requirements to bring building up to code for use as a library. Bill will get Tom’s schedule and arrange meeting at St. Mike’s.

Other

Carrie is looking at changes at her second job, which could alter her working hours at TPL.

Bob Carlson made a motion to adjourn the meeting at 9:02; Susan 2nd & all in favor.

Our next meeting will be Monday 11/7 at 7 pm to make decision on heating system before that evening’s BOS meeting.