Ashland Town Library Minutes for March 21, 2013 (Draft)

Those in attendance: Lynn Davis, David Ruell, Alice Staples, Sara Weinberg

The meeting was called to order at 6:02 pm.

Minutes for February 12, 2013 meeting were accepted as written. The Minutes for the Special February 25, 2013 meeting were accepted as written.

Director's Report

- Sara received a letter from LGC in reference to one of the computers recovered from the burglary on 11/18/2011. Please see attached letter.
- David made the following motion: If the computer recovered from the burglary is in good working order, the library will purchase it for \$100.00. Alice seconded. Vote was unanimous.
- The Library Trustees approved the Friends of the Library statement on the donation of books to the library.
- On 3/15/2013, Tri-State Fire serviced the fire extinguishers. They are now up to date.
- Sara stated that the library staff has been extremely busy making it difficult to complete administrative
 work and other library tasks. She asked the Trustees to consider looking for a volunteer or to have Lisa
 and Terry pick up an extra hour each week. After discussing the matter, the Trustees decided there
 were enough funds to add staff hours, at least during the summer months.

Treasurer's Report

- As of March 21, 2013 the checking account balance was \$2213.57.
- Other Funds

Computer Fund: \$789.81
 Donations: \$5129.68
 Patron Fees: \$496.92
 Copy Fees: \$291.54

- The Board of Trustees discussed appropriations and raises for regular library staff.
- David made the motion to request our appropriation in quarterly payments (April, July and October -\$6500, \$5400 and \$5550 respectively). Lynn seconded. Vote was unanimous.
- David made the motion to give the three regular library employees a \$.30 an hour raise beginning Monday March 18, 2013. Alice seconded. Vote was unanimous.

Old Business

Next Step with the Scribner Trustees

- Sara suggested we ask the Selectmen to be included on their agenda to discuss the situation regarding the locked rooms on the second floor.
- Alice will write to the Scribner Trustees, again, asking when we can meet to discuss the second floor issue.
- At the circulation desk, there will be a petition about the limited second floor access that patrons can sign to express their opposition.
- We discussed other ways to address the second floor issue.
- Alice will ask Paul Branscombe if the town attorney will look at the validity of the rules sent to us by the Scribner Trustees. We want to know if these rules are in compliance with the warrant article, Emma Scribner's will and other court documents.

New Business

Capital Improvement Committee

- Sara will attend the CIP meeting on Monday, March 25, 2013.
- We discussed the CIP form that is due on May 15, 2013. We also discussed getting feasibility studies to either expand on the existing library or to purchase a new building.

Our next regularly scheduled meeting will be held on Tuesday, April 30, 2013 at 6:00 pm.

The meeting was adjourned at 8:03 pm.

Respectfully submitted, Lynn Davis, Secretary