

GEORGE HOLMES BIXBY MEMORIAL LIBRARY: Minutes: Board of Trustees Meeting, March 2, 2011

In Attendance: Andy Paul, Gloria Normile, Paula Hunter, Mike Petrovick with Carol Brock, Mary Farell, Stefanie Lee

Meeting convened at 7:05PM

The minutes of the February 2011 meeting were approved as published.

There was no treasurer's report.

Announcements

Andy Paul reported that he had attended the Town Budget Hearing and that he had been asked to explain the Library's "Underspend" of 2010. Carol explained that this was due to the money not spent on salary for a Library employee who had been on an extended, unpaid sick leave during 2010. Carol will provide the Board with an accounting thereof. Andy also urged board members to attend Town Meeting on March 12, 2011 and to bring along friends who are friends of the Library.

Andy reminded the trustees that an evaluation of the Library Director had not yet been done and was overdue.

In anticipation of his withdrawing from the Board of Trustees, Andy will pull together his old files for the new Chair.

Librarian's Report

Copies of Profit & Loss Budget Performance and 13-Month Revolving Stats are attached.

Carol reported that Alan Treadwell had come and made some repairs to the computer which had been affected by the power outages.

She also informed the Board of upcoming events at the Library.

Some kind of wildlife has taken up residence in the attic and damaged the insulation. It was agreed that Have-a-Heart traps would be set, and that if further intervention were necessary it would be undertaken.

Carol also expressed gratitude to our neighbors, the Hazels, and others who had kindly helped with snow shoveling and roof raking at the Library.

Emergency Policy

It was suggested that both the old and new versions be re-examined, and that an updated version, incorporating both, be created. Paula Hunter volunteered to undertake this task, and she will send a note to Nancy Hibbard about the revamping. In addition, it was suggested that we have a concise, one-page listing of emergency procedures posted on each floor of the Library for quick reference in case of an emergency.

There being no further business and no public comment, the meeting was adjourned at 8:20 PM.

Respectfully submitted,

Gloria Normile (for Nancy Hibbard, Recording Secretary)