

January 2012 Approved Trustee Meeting Minutes
Wilton Public and Gregg Free Library

Trustee Board Meeting Minutes

January 13, 2012

The meeting was called to order at 8:30 a.m. Attending were library director Pat Fickett, staff member Bill Bulling, and trustees Heidi Bliss, Ron Brown, Hal Levine, Sara Spittel, Stan Young, Sandy Zielie, and Mary Ellen Brookes.

Minutes – accepted (Hal, Stan)

Director's report– accepted (Stan, Hal)

Amy is now offering crafts on a regular schedule.

At the next meeting, we will see the full layout of the new website.

Treasurer's report

Moved by Hal and seconded by Stan: **that we postpone approval of the treasurer's report until Sara has a chance to verify it.** The motion passed.

Moved by Hal and seconded by Stan: **that we accept the donations for December.** The motion passed.

IT Support and system status

Bill presented a technology assessment document with recommendations. The suggestions were discussed. Pat and Bill will prepare a proposal to be implemented after March.

Voting on Laptop Policy, review of Social Media Policy

Moved by Stan and seconded by Hal: **that we adopt the laptop policy as amended.** The motion passed.

Moved by Hal and seconded by Stan:**that we accept the amended Social Media Policy.** The motion passed. The final vote will occur at our February meeting.

Sunburst window quote and Moose Plate grant opportunity

The sunburst window and screen door replacement will be part of the Moose Grant application. Winn Mountain Restorations will do the work on the window. Hal will contact Ed Reinish about a design for the screen doors. After hearing from Ed Reinish, we will ask Gary Tuttle, Andrew Kennedy, and Seth Russell for quotes on the work.

Sara will coordinate the grant application. Ron, Hal, and Stan will assist. Sandy will help with the writing of the grant.

We also discussed getting quotes on replacing the leather on the benches in the reading rooms.

Old business

1. The art collection work is ongoing. Heidi has not received a quote from Daniel Hingston.
2. The building security plan is ongoing.

New business

1. Sandy, Hal, Stan, Ron, Sara, and Pat will work on a capital improvements plan.
2. Hal mentioned the need for a new water heater. He is waiting for a quote from the plumber and
will order the heater.
3. Ron suggested that a work flow process be defined and discussed at our next meeting.

The meeting was adjourned (Stan, all) at 10:20 a.m. Hal left at 10:00.

The next meeting of the trustees will be on Friday, February 10, 2012 at 8:00 a.m.

Mary Ellen Brookes 1/13/12

