

## Minutes for the Paul Memorial Library Meeting Held on February 5, 2024

Open meeting: 6:35

Members attending: Win Fream, Jack Parnham, Brendan Johnston, Britney Thompson, Blake Fream, Members from the FOL.

Accepted meeting notes from last meeting 01/08/24.

### Treasurer Report:

- Petty Cash Drawer: \$425.08
- Manifest: \$1239.82

### Directors Report:

- Brittney delivered.

### Budget update:

- Budget given to BOS.

### Staff

- Feedback: "The library staff is really doing a great job. Best I have ever seen it."
- Brittney Promotion announcement
- Plan staff meetings. Friday 16th at 12pm
  - Luncheon from town Village Store.
- Reviews-March

### Floor and interior project

General:

- Blake to update and present concepts:
- Determine next steps and timeline.
- Furniture -Quote and order
- Circulation desk builders.
  - <https://www.imillwoodworking.com/>
  - <https://www.tisewood.com/gallery>
  - <https://www.jerniganwoodworking.com/commercial>
  - <https://www.tlwoodworking.com/>
  - <https://www.pridecraftinc.com/pridecraft/>
- Movers- Have two quotes.
- Flooring- requote after desk finalized.
- Electrician- disconnect the desk .
- Team clean-up- Friends - Staff.
- Remediation- Called ACM.
- Painters- Have two quotes.

### Scott Cambell Project.

- Update Scott on budget for Fy24 @ staff meeting in February
- Survey data received- send to FOL.

### New Business / General Items:

- Bill Meserve- Update on storm water grant. - No update

**Events**

- Triva night was big success.
- Tea blending scheduled. Has waiting list for participants.
- Need to plan for 175<sup>th</sup> Tuesday.

**Friends of Library update:**

- Confirmed the funding for the project.

**Maintenance**

- Other than project?

**Landscaping outside-**

- New snow shoveling team. Johnston & Johnston Bros'

**Community garden.**

- Nothing at this time.

**Basement / general clean up-**

- Upstairs needs to be cleaned up and organized. I have actually had people comment on this.
  - Circulation desk
  - Back door area
  - Sitting room

Meeting Close: 7:40 pm

Next meeting : 3/4/2024 @ 6:30

Respectfully submitted,  
Jack Parnham