

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

- Trivia night was big success.
- Tea blending scheduled. Has waiting list for participants.
- Need to plan for 175th 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