

Minutes for the Paul Memorial Library Meeting Held on January 13, 2025

Open meeting: 6;45

Members attending: Win Fream, Britney Thompson, Jack Parnham, Brendan Johnson.

Accepted meeting notes from last meeting **11/08/24**

Treasurer Report:

- General fund: \$6460.98 Nov Statement
- Donation account \$5210.45 Nov Statement
- Petty Cash Drawer: \$159.06
- Jan Manifest:
 - Expenses \$ _____
 - Income \$ _____

Directors Report:

- Not Submitted

Staff update

- Discuss Cori Caputo replacement
- Children's Librarian
- Scott Campbell- Did we pay him?
- Employee conversations.

New Business / General Items:

FY25 Budget

- Need HVAC quotes Have one.
- Book keeper conversation
- Staff photo.

Floor and interior project

Designer:

- Need to start on other areas. Blake is working on this.
- desk chairs. \$300/ Chair budget- Purchased

Remediation:

- Done. Paid

Painting:

- Done. Paid

Flooring:

- Done. Paid?

Movers

- Done. Paid?

Electrical

- Thursday 9th.

Pridecraft

- Done. Paid
- Jeff Couture will install ~\$600 . need invoice. Not paid?

Events:

Friends of Library update: Friends to schedule opening party.

Maintenance:

- Move Mail box.
- New AC Unit.

Landscaping outside:

- FOL project

Community garden.

- No Update.

Basement / general clean up:

- Clean up needed.

Meeting Close: 7:33

Next meeting: 2/12/25

Respectfully submitted,
Jack Parnham