

Waterboro Public Library Trustee Minutes
May 21, 2008

Present: Bobbi Gallant, Brigit McCallum, Ruth Blake
Absent: Pam Fay, Laurice Moody, Jon Willard

Librarian's Report

Patrons are asking when we will have a new library.

Jack will make a timeline for the building process to hand to patrons who want to know the times.

Articles for Warrant are on the town website. Ruth needs a breakdown of next year's budget breakdown to know where \$5000 was cut to get to the proposed Article 11 \$101,863.00. And what has been included in the CIP Article 12 \$21,000.

Tech report from Dave Lowe:

Security issues – we need to install anti-virus

Town Hall is setting up AVG anti-virus – Dave will see if we can be included

We need anti-spyware scanning program

We need to secure our WiFi hot spot and create a key that users can have for 30 days, and then it will be changed.

Our server and networking equipment in the basement needs to be enclosed

All password information needs to be stored in a locked cabinet

Hours – Dave estimates working 5 hours a week until we are all set up
He will discuss this with Nancy Brandt

Memory – front room computers running slow – needs more memory

Dave will do a analysis of each computer and create a future action plan for each.

Friends Report:

Brigit write letter to Poland Springs- fax it in.

Jack has developed a timeline for the new building process.

Painting Project:

Laurice and her team have washed and spackled walls in children's room and painted the chalkboards black. Looks Great. They plan to work more next Sunday.

Building Status:

Ruth asked for details for our capital spending for next year so contracts can be put out to bid.

Story Hour:

A play group has started in Lake Arrowhead on Wednesday mornings so we have lost three families to that.

We called it a day at 8:10pm

Respectfully submitted,

Brigit McCallum, Secretary