



Board of Trustees

Thursday, October 24, 2013

7pm: Meeting Called to Order

Trustees Present: Brigit McCallum, Sonya Durney, Lynn Bilodeau

Library Director: Ruth Blake

Selectman: Jon Gale

Trustees Absent: James Bouley

Next Meeting: Thurs. December 5th (if OK by James). Backup date Mon 11/25.

- **Minutes** - All minutes will be sent out on Microsoft Word to trustees.
- **Bylaws** - Accepted as written with grammatical corrections (will/shall updated and verb tenses in Article 6). Sonya will email to Christina.
- **Trustee Job Description** - Accepted as currently written (Board worked to revise during meeting)
- **Strategic Plan** - To be updated by end of FY14 (June 30). All trustees should read current plan (approved 02/26/04), make notes and be prepared to discuss at January 2014 meeting.
- **Maggie Taylor Reading Nook** - will get prices on bookcases for December meeting (Mill Store or Ken Blake). Chairs for the room. Lynn did a good deal of research on different chairs and found some great deals on nice looking chairs. Vote taken: Sonya, Lynn and Brigit all agree on the Crockett chair. Lynn will get a chart of colors available. Contact: Catherine Keefe cathy@crockettfurniture.com. Chair #2958E Swivel 32 x 30 D faux leather.
- **Library Credit Card** - no update as of yet
- **Book Sale** - we need boxes to organize for the book sale. We might (?) have 2 volunteers. In January send out a FB plea for discarded books.
- **Holiday Open House** - December 9 - 14th. Crafts for kids - mosaic workshop. Lynn will post to FB.
- **Items for next time:** Will decide on chair color by email prior to next meeting, bookcases for Maggie Taylor Reading Nook, Sonya will send Portland Public Library Community Survey to Brigit, Brigit will draft a survey, volunteers job description, nooks
- **Items for January:** Programming, send the survey out, strategic plan discussion