

G.A.R. Memorial Library Trustees Meeting Minutes
 May 7, 2019, 7pm, G.A.R. Library

Present: Susan Babb, Marcia Sellos-Moura, Pam Atwood, Fred Chanania, Sandra Capo, Amy Custance, Wendy Reed, Holly Cole, Sherry Temple Pruyn

Absent: Ginger Selman

Recording Secretary: Pam Atwood

Agenda Item	Outcome
Update on Trustee members	The Trustees welcome newly elected Sherry Temple Pruyn. Ginger's last meeting will be June 11.
Approval of April minutes	Fred made a motion, Marcia seconded to accept the minutes with 2 minor changes Marcia made. Minutes were approved with the exception of Sherry who abstained as she was not at the April meeting.
Director's Update	a Warrants were approved. b Susan is looking at wrapping up the fiscal year. Unless unforeseen circumstances arise, she is on target for spending across all accounts.
Vote on new officers	Chair – Marcia Sellos-Moura Vice – Fred Chanania Treasurer – Sandra Capo Secretary – Pam Atwood Corresponding Secretary – Holly Cole Fred made a motion to accept all officers, Maria seconded. It was approved unanimously. Fred made another motion to accept the line drawing of the GAR Memorial Library as the official logo of the Trustees. Amy seconded; it was approved unanimously. Further, Fred made a motion to have Marcia, Fred and Sandra have signatory access to the Trustee's account ending in #1981. Holly seconded; it was approved unanimously.
Update on Library Director hiring process	The candidate chosen by the Trustees, Corinn Flaherty, has accepted the offer and is starting on June 24. Fred made a motion to approve Corinn's contract, including the addition of #1 (f) and under Duties, bullet 4. Marcia seconded. All approved except Sherry who abstained as she was not a Trustee during negotiations. Marcia made a motion to approve and distribute the Press Release announcing the new director. Sandra seconded. It was approved unanimously. Amy will send it to Jen Solis at Newburyport News. Fred will send it to Angus for distribution through the town and Susan will post it on the GAR Library website.
Discussion of new ramp	The town voted \$17000 for the ramp/walkway behind the library. The Trustees would like to consider upgrading the asphalt to brick. Mark Peabody, contractor, has estimated to Amy the job will be over \$10,000 a bid will be necessary. Mark is going to meet with Wayne Amaral, WN DPW Director to get the specs for the job and he plans to put in a bid. The goal is to have bids for Trustees to review at the June 11 meeting.
Discussion of library landscaping	Perennial Pleasures gave Amy a bid to clean, maintain and water the grounds for the season (not including new plantings). Watering would vary between \$225-814 depending on how wet a summer we have. With watering, the bid comes in

	around \$2200 for the season. Fred made a motion to authorize Amy to spend up to \$3000 for the season to include new plantings, cleaning, maintaining and watering. Sandra seconded. It was unanimously approved.
Discussion of monthly meeting dates	Marcia proposed moving Trustee's meetings to the 2 nd Tuesday of each month, rather than the first Tuesday due to competing schedules. Marcia made a motion to move meetings to the 2 nd Tuesday of each month and Fred seconded the motion. During discussion, Susan pointed out it would also help the Director in terms of getting reports ready for the Trustee's meetings. Marcia pointed out there would not be regularly scheduled meetings for July and August (they would be called as necessary). The motion was unanimously approved.
Update on Bicentennial Celebration	The Friends of the Library are organizing a display that will be up for July and August. The quilt will be displayed along with many photos, writings, etc. The plan is for it to all be ready for the end of June.
Discussion of Open House for Friends, Staff and Trustees	Marcia proposed an open house before the Bicentennial so the Friends of the Library, staff and Trustees can see the displays and celebrate together. Marcia will check with the Friends and if they agree to the date, we will gather on June 26 at 7pm at the library.
Update on Director's plaque	This item previously not on the agenda due to the Trustee's interest to keep this a surprise. The letterhead design Fred got is too intricate for a plaque design. Susan Doherty agreed to do a simpler line drawing. Fred made a motion to arrange for a plaque (\$300) and drawing (\$100) with the total cost not to exceed \$500. Sandra seconded the motion. It was unanimously approved.
Review of Action Items	Marcia will resend press release for the new Director to Fred and Amy. Fred will send the press release to Angus; Amy will send it to Jen Solis and the Newburyport News and Susan will post it on the GAR Library website. Amy will work with Perennial Pleasures on grounds work and upkeep for the season. Amy will ask Kate Gove if she knows how many years AG was a Trustee for the brick on the walkway. Marcia will draft a thank you letter to Angus for all his help with the Director search process. Marcia will ask Susan Doherty for a line drawing of the GAR Library. Fred will arrange for the plaque with all previous Director's names listed.
	Trustee's next meeting is scheduled for June 11