

## HMML Trustees Minutes 6/18/19

Meeting Called to Order: 7:06pm

In Attendance:

Michelle Wheeler

John Clark

Aaron Ravenelle

Charlie Goodspeed (late arrival, about 7:15 PM)

Ben Brown

Joe Trombley (late arrival, about 7:25 PM)

Not In Attendance:

Joan Harlow

### **Pledge of Allegiance**

### **Approved minutes**

Ben hasn't gotten copies of the April or May minutes.

Motion by Michelle to approve May Minutes; second by Aaron; unanimously approved (prior to Charlie's arrival)

### **Treasurer's report**

What is the \$3000 from professional services in April? Is it a credit from something? Part time salaries are ahead of pace. May was higher because of the move but people will be taking time off over the summer and so part time salary expenses should decrease. The payments we're making to the church are falling under maintenance and repair. The \$600 charge in June under maintenance and repair is a prorated payment to the church for June.

Aaron is going to update the budget numbers to the 2019 budget numbers. We are still waiting on the Eckman money, Aaron hasn't had a chance to talk to Lisa yet.

There was a question of whether the POD payments should be from the Friends or if Ben should pay it? Should we take it out of maintenance and redistribute the budget? Yes

Our current distributor no longer carries Disney movies and so Ben will be purchasing more of these from Walmart and/or Amazon. Should the library look into getting an Amazon Smile account or maybe the TD Bank donation program?

Just a note that many summer reading expenses are paid out of the lapsing account with the debit card and then funds are transferred at the end from non-lapsing into the lapsing account.

### **Director's report**

Numbers are down for this May obviously because the library was only open for nine days.

There have been meetings with the church and lines of communication and the parking situation has been good. Attendance has been climbing back up again. Overdrive checkouts are up.

There are only two computer stations, so computer use is down. The summer reading program

starts on 6/25, there will be less events this year. It ends on 8/2 and the library website has a full listing of events. Library hours on Thursday will be adjusted to 1-8 pm and on Saturdays closing will be at three instead of four.

### Building

Building is a little behind schedule but moving along well. Joe Denoncour from ETV is going to do a video on the library and its progress. The Selectman asked Charlie to do it but he said no so Joe Denoncour is doing it. Joy True is going to give a history of the location and of the library. Charlie can't say enough about the contractors who have been working largely ahead of schedule. Joe Trombley & Charlie have changed the framing but it is still on track. Changes to the budget are insignificant. Asbestos removal cost \$2800, the extra costs that have popped up are low dollar amounts. Charlie thought there might have been asbestos before construction and tested the floor but it was negative and also Enviro-Vantage tested a ceiling tile. The 8 x 8 floor tiles were assumed to have asbestos and a team from Enviro-Vantage is going to remove them. Ran into some problems with drainage that may be solved by connecting drainage pipes with a different manhole cover.

The old landing will need to be replaced or redone, it is primarily brick and is deteriorating. The thought is to remove it and put in a concrete base, deck and wearing surface with a veneer brick facade. think the cost of this should come from the maintenance budget or maybe the town because it is outside of the building. Joe Trombley says for certain it is not part of the \$600,000. The foyer will remain as is.

Thought they were three weeks behind in the schedule but if the framers get in soon then they'll only be about a week behind schedule.

John has a solution to protecting the downstairs children's room carpet from dust and dirt during construction, a product his company makes, he and Charlie will check in with each other about it. Might need to put up new sheetrock where old shelves were because of wood stain bleeding through.

Need to get key to non public minutes box from Elaine Miskinis. Box is going to be moved to basement of Town Hall.

Motion to Adjourn by Charlie; seconded by Aaron; all approved

Meeting adjourned: 7:58pm.