

Library Board of Trustees Minutes- July 21, 2011 DRAFT

Present: Elizabeth Rhymer, Director; Peg Scully, Chair; Tom Luke, Treasurer; Laura Robinson, alternate

Absent: Mary Ann Hogan, Secretary

The meeting was called to order at 3:00 pm

The minutes of the last meeting were accepted as corrected.

FINANCIAL REPORT-

The Fritz Memorial-Lee Fritz sent a letter asking that donations in Bill's memory be kept in trust, and the interest of the funds be used to purchase books only. Lee agreed that as the fund grows it may in the future be combined with other Library funds for easier management, although the amount for each fund will continue to be separately recorded. Her letter is in the Red Book with the minutes.

The town has contracted with Lampron Energy for the 2012 season, though no oil price is known as of this meeting.

There was a discussion about the Banking summary; Tom will review it to ensure that all expense items are in the correct lines and itemize "Other" expense items. He will report back at the September meeting.

No cash gifts were received in July. The manifest was signed.

AUDIO/VIDEO SYSTEM-

There have been several visits by Cinamaesque to adjust the system. Wii placement, speaker installation, and image fit on the screen have presented problems, and should be addressed this week. We have paid \$3000 of the \$5000 cost. Final payment will take place when all issues have been resolved after 30 days of satisfactory performance.

AUDIT QUESTIONS-

Peg sent at Selectman Boyle's suggestion a certified letter on July 11 to Peter Kondrat asking him to send the invoices for the workroom renovation. The receipt and a copy of the letter will be kept in the file cabinet in a folder with other workroom materials.

The meeting was adjourned at 4:30.

The next meeting will be on Thursday, Sept. 8, at 3:00

Respectfully Submitted,

Peg Scully

(for Mary Ann Hogan)