

MAXFIELD PUBLIC LIBRARY TRUSTEES' MEETING

MINUTES of December 4, 2017

Alice Tuson called the meeting to order at 5:00 PM, seconded by Carrie James.

In Attendance: Trustees Alice Tuson, Carrie James, Diane Miller; Library Director Deborah Gadwah-Lambert

Acceptance of minutes: The Trustees reviewed the minutes from the November meeting. Alice moved to accept; seconded by Diane. All were in favor. The trustees reviewed the Director's Report, which consisted of the following:

Programs:

The trustees reviewed the program offerings in the December newsletter.

Building Maintenance and Repairs:

The new stairs and walkway have been completed except for the handrails. The rail will be installed in the spring. The walkway will be closed for safety.

Other Business:

The trustees will be meeting with the Board of Selectmen to go over the proposed 2018 budget.

The library held a raffle during the One Stop Christmas Shopping event which was a success.

The Trustees will be doing Christmas Bonuses for staff the same way as last year. Alice will be picking up the gift cards.

Deborah will be using up her left over vacation time by taking some morning time.

The next Trustees' meeting was scheduled for 1/8/2018 at 5pm.

Adjournment: Carrie made a motion to adjourn the meeting at 5:25pm seconded by Alice. All were in favor.

Alice Tuson
Diane Miller
Carrie James