

Winslow Public Library
Board of Trustees
Minutes

March, 2016
5:15 P.M.

Call to Order

Roll Call

- In attendance were Judy Ellis, Betty Perry, Wanda Terp, Larry Mitchell, Karen Andrus, and Pam Bonney. Mira Mette was absent.

Minutes of Previous Meeting

- The Minutes were approved with one correction being made. Incorrect date for upcoming Town Council meeting was noted.

House Report

- House reports were accepted. (February)
- Pam has contacted a new company about the on-going leaking roof. It was reported that the HVAC unit needed to be lifted up and the roof underneath repaired. This will be done. Estimate is \$3481.00.

Budget

- All accounts were reviewed.
- Pam explained that the expended percent of our budget is actually higher than what was reported as there are outstanding bills that have not yet been paid and other expenditures that have not yet been reported.

Librarian's Program Report

- The program reports were accepted as submitted.

Correspondence & Communications

- The Augusta chapter of Score had donated \$500.00 for use by the library facility.
- A letter was received from Vince McGuire in Taiwan asking for a donation of children's books for his school. Discussion revolved around the cost of shipping the books by air to him. It was deemed too expensive to make this donation although all wished to have been able to help.
- A bill was sent to a patron for a water damaged book. An irate phone call was received, as well as a letter, in response. The discussion focused on the library policy for damaged books. The current library policy is that the patron pays for the book and library replaces it. No patron replacements are accepted. The final decision on what to do about this incident has been tabled until the April meeting.
- Other favorable correspondence was read.
- Pam will hand out copies of "Expect More" at the April meeting.

Old Business

- Read/discuss chapters 20, 21 in the Library Trustee's Handbook at April meeting.

New Business

- Chapters 20-21 in the Trustees handbook to be discussed next meeting.
- The date of the April meeting has been changed to April 12, due to two member being out of town on the 19th.

Report approval

Larry Mitchell made the motion and Wanda Terp seconded to approve all reports. All agreed.

Adjournment

Wanda Terp moved, Betty Perry seconded, and all voted in favor of adjournment.

Next Meeting: Tuesday April 12, 2016 at 5:30- the SECOND Tuesday of the month for April only. The May meeting will be on the Third Tuesday of the month.