

**Tracy Memorial Library
Board Meeting Minutes
June 21, 2012**

Present: Bob Bowers, Lisa Ensign Wood, Charlene Baxter, Casey Buiso, Shelby Blunt, and Sandra Licks.

Absent: Dave Harris and Bruce Parsons

Meeting called to order at 3:30 PM.

Meeting Minutes. A motion was made to accept the Board Meeting Minutes of May 17, 2012. The motion was seconded and approved.

Flag Pole. Dick Leach joined the meeting to discuss the possibility of replacing the Library Flag Pole. Dick has recently purchased and installed the new flag pole at the Town Office. He is offering to do the same for the Library. Our current flag pole is worn from age. It was originally dedicated to Cameron Appel. Dick has spoken with Cameron's widow, Connie Appel, and she is very happy with idea of a new flag pole. The plaque honoring Cameron would be moved to the new flag pole. Dick has also spoken with Richard Lee at Public Works, and they will remove the current flag pole and cement footing. Carroll Concrete will pour the new concrete pad. Dick is suggesting a flag pole similar in style to that at the Town Office, but suggests that ours should be 20 to 25 feet in height in keeping with the size of the Library. Dick has offered to cover all of the expenses of installing a new flag pole and will purchase a new flag for it as well. There is a fund established by Judy Wallace to purchase new flags and maintain the spotlight. Shelby will check with Judy to get her opinion on a new flag pole. The general consensus of Board Members was to accept Dick's generous offer. However, the Board felt that we need to get Dave and Bruce's opinions, so we will discuss and vote on this issue at our July Board Meeting.

Acceptance of Cash Donations. A motion was made to accept the cash donations to the Library for May in the amount of \$175.00. The motion was seconded and approved.

Committee Reports.

Librarian's Report. Sandra advised the Board of recent technology issues at the Library concerning our website, email, and on-line calendar. All issues have been resolved through the hard work of Sandra, Jo Ann and our computer consultant.

Building/Planning Committee. Last week there was a leak into the furnace room from the back flow valve to the irrigation system in the Community Garden. A plumber was called to fix the issue, and a new valve was installed. Later, there was flooding outside the Library from the same valve. The irrigation system company was called and the issue has been resolved. Any bills incurred will be forwarded to the Community Garden.

Glenn Bonewald has completed all the remaining landscaping at the side and front of the Library. He has submitted a bill for \$1,900. This will be paid for from the remaining DePorter gift.

Bruss Construction has not yet returned to install the last two “donut” vents on the stack room wall and repaint the stained siding. Bob, Bruce and Sandra will meet soon to determine exactly what is remaining for Bruss to complete, and they will be in touch with Bruss about finishing the remaining items.

All of the mold remediation in the Children’s Area and air quality retesting has been completed. Everything looks great and the air quality is fine! All the bills for this will be paid in June to be part of our current budget. We currently have money left over from our 6-month budget (in the 18-month budget process). We are going to move forward with the ventilation work in the Children’s Area and the sealing of the elevator shaft in the Children’s Area. This work will help to insure that the mold issue does not return. We will be able to pay for all this work in this current year’s budget. We voted at the May Board Meeting to authorize the expenditure for the ventilation work. The ventilation work will take place the week of July 16th. A motion was made to authorize Sandra Licks to contract with Wet Basement Solutions to seal the elevator shaft and for Shelby Blunt, Treasurer, to expend monies up to \$4,000 for the work. The motion was seconded and approved.

Sandra asked if we should ask the Scott Lawson Group to refund the money that the Library paid for air quality testing three times. All their tests said we did not have an issue when in fact we did. The Board agreed that we should do this. Sandra will prepare a letter to the Scott Lawson Group requesting a reimbursement of our payments.

Old Business.

Police Department/No Trespassing. Per our May Board Meeting, Sandra asked Dave Seastrand to inform the two teenagers charged with stealing money from an employee at the Library that they are no longer welcome on Library property. Dave said he will advise them not to trespass on Library grounds.

Grant Money. We have received the 2nd half of our grant from Mascoma Bank.

Upcoming Events.

Annual Community Garden Party. This will be held on Sunday, June 24th.

Librarian's vacation. Sandra will be taking vacation the week of July 9th. Jo Ann Roy will be in charge while Sandra is on vacation.

Next Meeting. Our next Board Meeting is on Thursday, July 19th at 3:30 PM.

Meeting adjourned at 4:30 PM.

Respectfully submitted,

Lisa Ensign Wood
Secretary