

Submitted by R.D. Eno
CABOT LIBRARY TRUSTEES
MEETING OF MAY 10, 2007
MINUTES

Present: Trustees Diana Klingler (chair), Ron Lay-Sleeper, R.D. Eno, Judy Boucher; Librarian Connie Koeller; guest Paul Council

Convened at 7:10

- 1) Paul Council, cabinetmaker, discussed the shelving project. He might not be able to start until late September, and Trustees discussed the need to spend the first grant of \$17,924 by September 6. Paul explained that most costs will be in labor but that materials can be purchased in advance. R.D. asserted the need for a schedule for the full job. Discussion of whether the UDAG deadline might be adjusted. Paul outlined his design concept for building the shelving flush, without the Alip,@ (which would expose a strip of floor and leave it a different shade) and whether eliminating the lip would require repositioning the electronic doorstop. He said he could make the molding consistent with the molding in the children's room. The rounded corner shelves will be reproduced, but Trustees wondered whether the low shelves under the window might be retained and the cost of replacing them shifted to some other part of the project, such as building shelving behind the librarian=s desk her use. Connie noted that heating pipes run to the radiator behind the lower shelves to the right, reducing shelf depth. Trustees also asked whether the glass doors in the ACabot@ case might be reused or reproduced.
- 2) R.D. moved and Diana seconded **to authorize the treasurer to roll over the Northfield Savings Bank CD maturing on June 6 into another CD of an appropriate length. Passed on voice vote.** Ron will notify trustees if signatures are required on the bank forms.
- 3) Minutes of Previous Meeting. R.D. moved and Judy seconded **to substitute for A\$31 it owes the Library for the mix-up with Connie's paycheck@ the following: A\$31.36 it owes the Library B balance due from 2006 appropriation.@ Pass on voice vote. Minutes approved as amended.**
- 4) Minutes of emergency Meeting of March 19. R.D. moved, Judy seconded **to approve the minutes as submitted. Passed on voice vote.**
- 5) R.D. reported on the deliberations of the Willey Building Committee. Connie noted that Theresa has to buy and service her own vacuum cleaners. R.D. suggested changing the time of Story Hour to minimize noise during Town Office hours, but Connie replied that the morning schedule best serves families with small children. It will now be on Thursday mornings at 10:30.
- 6) Connie reported that the annual payment warranted by the Trustees and paid to the Library should have been \$14,545, not \$15,095. She will return the excess to the Town treasurer.
- 7) Librarian's report. The Creamery has donated \$250 toward the Summer Reading Program. The Cabot Coalition has offered to co-sponsor teen programs this summer, and the Friends are providing \$500.
- 8) R.D. will speak to Chris about getting quarterly reports detailing payroll and other expenses paid out by the Town treasurer.
- 9) Connie noted that postal rates are going up, making interlibrary loans more expensive.

Adjourned at 9:10

Next Meeting: June 14