



DRAFT MINUTES OF THE Manchester Public Library Trustee Board

Meeting Date : Oct 20, 2016

Call to Order : 10:30 AM

PLACE : Library Reference Room

PRESENT : Browne, Bryant, Sieradzki, Collins

OBSERVERS : Joan Wogan, Friends President

1. Approved previous minutes of Sept 22, 2016, with revisions

2. Directors Report - review/discussion -

3. Old Business (updates on past projects, activities)

a. Future Technology Plan – no action

a. Director's office proposals – Town hall will accept "zero" bids, from contractors who do not respond. Collins will get updated proposal from "The Works" ASAP to beat a deadline requiring more extensive bidding process.

b. Employee review process -- to correspond with hire dates.

4. Ongoing Business (current projects and/or activities)

*Oil -gas conversion-fireplace, statue – discussion of what to do with "America Honoring Her Fallen Brave" which must be moved to accommodate a fireplace. Preference to keep it local, maybe a permanent loan to other town buildings or historical society.

Town manager, gas company prefer to bring in gas line from Union St. Trenching from Union St to begin soon. Joan Wogan is getting estimates from gas fireplace companies.

*Friends Joint meeting/Wishlist – The evening of Nov 16, 7 PM, at the Historical Society.

Trustees will meet beforehand to finalize Wish List.

*Trustee self-review process – postponed

*Exterior wall -grout, plaque – MJS will schedule cleaning in the next few weeks. Gary of the Cape Ann Sign Co informed Collins that the bolts on back of bronze sign have to be moved before installation.

5. New Business (current projects and/or activities)

FY18 budget – Bryant will work with Collins on budget, including capital items.

6. Executive session as needed - none

7. Future Business -

8. Set Next Trustee Meeting – Wed Nov 16 at 9:30 AM

9. Adjourned – noon

Respectfully submitted by Dorothy Sieradzki