

Minutes for Pierson Library Board of Trustees
Special Meeting
July 20 2016
11:45 AM
Town Offices Lunch Room/Meeting Room #2

In attendance: Cathy Townsend, Erin Heins, Laureen Mathon, Barbara Comeau (from noon on), Bonnie Christie, Jane Osborne McKnight (from 11:55 on), Josh Ashooh (from 12:10 on)
Lara Keenan, Director

1. Approval of Agenda.

Cathy moved to approve the agenda with a few alterations: (1) the first part of the meeting was in the lunch room and the second was in Town Offices Meeting room #2; (2) the meeting was scheduled to end at 2:00 p.m., not 4:00 p.m.; and (3) item 3(b) was added to the agenda so regular cleaning of the library could be discussed in addition to the carpet cleaning.

Laureen seconded the motion. Motion passed unanimously.

2. Review of Trustees financial status.

Cathy reported on the amount of funds currently held in the Trustee's accounts.

3a. Discussion of approving a one-time expenditure to split costs of cleaning Library carpet with the Friends.

Cathy presented a quote for carpet cleaning at the library of \$1670. The Friends offered to pay half of the cost.

Erin moved that the Trustees pay \$835 for the other half of the carpet cleaning.

Bonnie second the motion. Motion passed unanimously.

[Jane arrived at 11:55]

3b. Discussion of hiring service for regular cleaning at the library.

Cathy presented three quotes for regular cleaning services at the library.

[Barbara arrived at 12:00]

Discussion of how much to spend on cleaning and for how long.

Bonnie moved that the Trustees hire AJ Humphrey to do once/week cleaning at the library through August at a rate not to exceed \$150 (which the Trustees estimate should include 5 hours of cleaning). Laureen second the motion. Motion passed unanimously.

4. Trustees adjourned at 12:10 to convene in Town Offices Meeting Room #2 for a joint meeting with the Pierson Library Building Steering Committee and Vermont Integrated Architects to kick-off project planning phase. See Library Building Steering Committee meeting minutes for minutes of that meeting.

[Erin left at 1:00 p.m.]

5. Adjourn

2:10 PM

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