

**Westmoreland Public Library
Board of Trustees
January 18, 2018
APPROVED**

Meeting called to order at 6:35 p.m.

Present: Louise Slayton, Kathy Cox, Jan Hurley, Jayne Burnett, Donna Cary, T.J. Kelly

MINUTES:

Kathy moved to accept minutes of November 16, 2017 meeting. Jan Seconded. Approved

TREASURER'S REPORT:

Jan met with the town selectmen on our proposed 2018 budget. They questioned the cost of replacing the carpet in the library, which was estimated by Monadnock Flooring to be \$3,300. The board voted to remove this item from the budget and adjust it appropriately. See "New Business."

Jan moved to accept; Kathy seconded. Motion passed.

The board reviewed and approved the Treasurer's budget report for the Town Report. Kathy moved; Donna seconded.

LIBRARY DIRECTOR'S REPORT:

Rinnai Heater has been fixed and appears to be working.

Circulation is up.

NEW BUSINESS:

The board discussed the cost of replacing the carpet based on the estimate by Monadnock Flooring, which was \$3,300. The breakdown of the costs was: \$2,190 for material, \$570 for labor, \$390 for removal and disposal, and \$150 for cutting and binding. The board voted to remove the request for funds from the 2018 budget so we can further look into the costs and get additional estimates. Jayne has asked Syd's Carpet and Carbone's for additional estimates. The board agreed to wait until next year for this expenditure. Jan moved to accept; Kathy seconded. Motion passed.

Board discussed whether to pay employees on days library is closed other than holidays (ie, snow days, etc). Board agreed that the salary is already budgeted and that employees will be paid for those days. Donna Cary's seat on the board is up and she will not seek re-election. A few people have expressed interest and will be informed on when to file.

There being no more business, Kathy moved to adjourn the meeting at 7:40 p.m. Jan seconded.

Next scheduled meeting is February 22, 2018.

Respectfully submitted,
Katherine Cox