**Gilman Library Trustees Meeting**

Lower Level Meeting Room – Tuesday, November 3, 2020

**PRESENT**: Annette Slipp, Betty Jane Meulenbroek, Kristine Simone, Karen Petelle, Holly Brown and guest Sarah Hill

**CALL TO ORDER:** 5:05 PM by President Annette Slipp

**SPEAKER**

Josh Monaco, IT specialist, updated on the status of the 6 new desktops, monitors, switches, and cables. Everything is in and ready to be set up and the cost will come in lower than the estimate.

**MINUTES**

Minutes of the October meeting were reviewed. Motion to accept made by Annette. Seconded by Kristine. Passed.

**TREASURER'S REPORT**

Balances as of September 30, 2020. (October statements pending)

General Checking - $49,724.60

Money Market (Profile Fund 1) - $28,141.08

Nancy Jordan Memorial Fund - $1,259.20

**Other Funds**: Money Market held by RBF/Fidelity $62,699.63 (Account summary ending balance September 30, 2020). Margaret Kayser Memorial Fund $1,061.82 (reflected in general checking balance). Capital Reserve Fund (held by town) for building improvements $70.44, Eveline L. Palmer Trust Fund for library books $2,673.33, Oliver J. M. Gilman for library books $8,766.33, and Annie A. Wheeler by Agnus Thompson $15,732.24.

**Acquired (General Checking) funds**: August 23, 2020 through October 24, 2020 - $2,304.46

Copies – $26.35

Fax - $5.00

Donation/Consc. Jar –$49.70

Town of Alton - $2,123.41

General Donation (Peabody) - $100.00

Motion to accept Treasurer’s Report made by Karen. Seconded by Annette. Passed.

**Old Business**

Motion made by Annette to keep it to 10 people in at a time and by appointments. The front doors will now be unlocked so if there are no appointments people may come in. There will be a sign in/out sheet for those. Seconded by Kristine. Passed.

**New Business**

Motion made by Kristine to hire Mackenzie Landscaping, funds will come from the money market account in the amount of $450. Seconded by Annette. Passed.

Motion made by Betty Jane to enter a tree in the Festival of Trees with a budget of $200 to be taken out of donated funds. Seconded by Kristine. Passed.

Motion made by Kristine to have Strogen’s fix the blower in the furnace with a cost of $600 to be taken from the general fund. Seconded by Karen. Passed.

**MEETINGS TO NOTE**

Next business meeting - Tuesday, December 1, 2020 at 5 pm

Motion to adjourn at 6:30 pm by Annette. Seconded by Karen. Passed.

Respectfully submitted,

Karen Petelle

Secretary

Library Trustees