

M.N. Spear Library  
Trustee Meeting  
January 8, 2013

Members present – Karen Traub, Michele Sedor, David Wheeler, Kate Cell, Dale Houle, and Michele Regan-Ladd & Mary Anne Antonellis, Library Director

1. Meeting minutes were approved with changes made.
2. Fiscal policy regarding M.N. Spear Memorial Library Trust Fund was reviewed. Regular expense has been the CWMARS membership, which is more than the 75% of the trust fund income for the past five years.
3. Budget proposal for the FY 14 was reviewed. Required by the state to increase the town appropriation by 2.5% every year in order to stay certified for state aid. Materials line item at 20% of the town appropriation is also a budgetary requirement, as are educational programming, and being open a certain number of hours.
4. Meet with the Finance Committee on Tuesday, Jan. 22 at 8:10 p.m.
5. The Annual Report draft was reviewed and edited.
6. The outreach Annual Report – include information about volunteers, data base will be updated soon, pictures of the library or events, story hour & knitting group – with photo releases.
7. Building projects – screen door will be replaced by Dale, come here a few Fridays – trim on window and paint the window sills. Discussion about need to replace air conditioner and other potential cost savings with our heating system. Will contact Mass Save to do an energy audit of the library.
8. Future discussion – Trustees consider sponsoring some events.

Next meeting, Tuesday, Feb. 12, 2013

Respectfully submitted,  
Michele Regan-Ladd  
Secretary