

## **Newington Library Board of Trustees (LBOT) Meeting Minutes**

**Date:** 29 July, 2014

Called to order by Chair M at 5:00

**Present:** Trustees Melissa Prefontaine (M); Lee Lamson (L); Jack O'Reilly (J), Gup Knox (G), Steve Bush (S); Library Director Scott Campbell (SC); Architect Ron Lamarre (R)

**Construction Update:** Furniture will arrive this week. Shelving installation is in progress to be followed by book moving. Fireplaces will complete this week. Basement leaks are still being worked on. Floor grates need to be adjusted to fit and should be done Friday. R is working on a "punch list" for the contractor.

**Director's Report:** The stats are on file in the library office. Library will be open the week of August 3<sup>rd</sup> then close again the following week. The issue of Director's time cards was discussed as to whether his needed to be signed by a Trustee. The LBOT agreed that since he is salaried and other department heads do not have theirs signed, SC's will not have to be either.

**Treasurers Report:** We are still on track. High electric bill is still being researched. Report is on file in the library office.

**Minutes:** Moved by L, second by G to accept the minutes of 18 July, 2014. Accepted 4-0 (S abstained as he wasn't in attendance)

**Grand Opening:** Plans and their status were discussed. It was agreed that the LBOT is willing to accept food and drink donations for the event August 19<sup>th</sup> at 5:30

**Policies:** LBOT reviewed the proposed *Art Display* and *Building Use* policies prepared by S. A few changes were suggested. The policies will be reviewed again when time permits.

**Next Meeting:** August 8 at 10:00

**Adjournment:** Moved by G, second by S to adjourn at 7:35. Approved 5-0.

Respectfully Submitted

Jack O'Reilly