

## **ACCEPTED**

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

Date: 20 October, 2014

Called to order by Chair Melissa at 6:30 pm.

**Present:** Trustees Melissa Prefontaine, Steve Bush , Gup Knox, Lee Lamson.

Notes taken by Lee Lamson.

LBOT discussed the library building punch list, procedures for a public hearing on acceptance of donated carpet and for a public hearing on use of trust fund monies.

Melissa will meet with Chairperson Jan Stewart of Board of Selectmen and Chairperson Mark Phillips of Trustees of Trust Funds to give them information on petition for Trust Fund monies.

Board discussed the budget for 2015. The Selectmen had requested that budgeted expenses for 2015 be kept at 2014 levels with the exception of utilities. Water usage was high due to required watering of new grass and a leak in the cemetery line (connected to library water meter.) Discussed possibility of a well for watering lawn.

Motion by Gup, seconded by Lee to adjourn at 9 pm. Approved unanimously.

ACCEPTED

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

Date: 21 October, 2014

Called to order by Chair Melissa at 6:05 pm.

Notes taken by Lee Lamson.

**Present:** Trustees Melissa Prefontaine, Steve Bush , Gup Knox, Lee Lamson, Scott Campbell, Ron Lamarre.

Discussed horizontal wooden blinds for library and room darkening shades or dark wooden blinds for Program Room and near public computers.

- additional lights for the Program Room.
- adding one or more light switches for café area.
- acoustic panels for children's room
- an additional light in the new basement
- additional electrical outlets on the slat wall near Circulation desk.
- repair windows in old library for ease of opening and air tightness.
- repair/rebuild the portico of the original library to stop water leaks.
- discussed the need for additional parking

The slow draining area of front lawn was designed as a catch basin for rain water, to reduce run-off of toxic materials into streams and the bay.

Ron will continue to advise the Board on an hourly basis.

Motion by Gup, seconded by Steve to adjourn at 9 pm. Approved unanimously.