

Minutes for the Paul Memorial Library Meeting Held on January 8, 2024

Open meeting: 6:35

Members attending: Win Fream, Jack Parnham, Brendan Johnston, Brittney Thompson

Accepted meeting notes from last meeting 12/08/23

Treasurer Report:

- General fund: \$18558.87 Dec Statement
- Donation account \$3950.44 Dec Statement
- Petty Cash Drawer: \$406.98
- Manifest: \$4102.63
- Friends Book Income \$1510.00

Budget update:

- Budget given to BOS
-
- **Staff**
- Staff meeting to be held on Friday, February 16th at 12pm.
- Reviews-March

Directors Report: Reviewed and noted very good totals for the end of 2023.

Floor and interior project

General:

- Review Quote from Interior Designer. Determine next steps and timeline. Asked for circ desk budget.
- Furniture -Quote and order
- Circulation desk builders.
 - <https://www.imillwoodworking.com/>
 - <https://www.tisewood.com/gallery>
 - <https://www.jerniganwoodworking.com/commercial>
 - <https://www.tlwoodworking.com/>
 - <https://www.pridecraftinc.com/pridecraft/>
- Movers- tell the movers about the remediation and the updated timeline. Jack to contact movers.
- Flooring- requote after discussion with Blake (interior consultant).
- Electrician- disconnect the desk.
- Team clean up- Friends - Staff.
- Remediation- Called ACM.
- Painters- Certa Pro coming in the AM

Scott Cambell Project.

- Update Scott on budget for Fy24 @ staff meeting in February.
- Pay Scott's Bill
- Survey next steps? Use it for marketing.

New Business / General Items:

- Bill Meserve- Update on storm water grant. - No update

Events

- Tea blending.

Friends of Library update:

- Confirm the bank money. Meeting with Fiends on Wednesday.

Project planning:

- Other?

Maintenance

- Other than project?

Landscaping outside-

- No update

Community garden.

- Nothing at this time.

Basement / general clean up-

- Upstairs needs to be cleaned up and organized.
 - Circulation desk
 - Back door area
 - Sitting room

Meeting Close: _____

Next meeting :2/5th @ 6:30

Respectfully submitted,
Jack Parnham