

MEETING MINUTES OF THE TRUSTEES OF GLEASON PUBLIC LIBRARY
FEBRUARY 15, 2019, 10 a.m.
Quiet Study Room, Gleason Public Library

10:00 am-call to order by Priscilla Stevens

Attending: David Freedman, Wanda Avril, Steve Golson, Priscilla Stevens, Christine Stevens, Martha Feeney-Patten

1. Approved minutes of previous meeting
2. Director's report
 - a) Leak in the boiler is now fixed with no problems since.
 - b) Snow shoveling service is working out nicely. May require budget increase for future years' service.
 - c) A/v anomalies in Hollis Room. Early awareness of future need for new projector screen.
 - d) Municipal Facilities Committee has commissioned a study by TBA Architects to evaluate the library structure.
 - e) Dena, Tahleen and Martha interviewed a strong pool of candidates for current open position.
 - f) School administrators presented to library staff on bullying prevention program with the aim of consistent messaging to students.
3. Well
 - a) Plan is to have a camera inspection and follow up with any cracks to seal up in the Spring. May need to dig a deeper well or dig an entirely new well. Budget underruns should adequately cover the inspection and testing. Priscilla will notify the Board of Health.
4. Ongoing business
 - a) Interior space project updates
 - a. Staff survey complete, see attached brainstorming notes. Martha will reach out to professionals to see which of these can be enacted in the near term
 - b) Budget proposal for FinCom
 - c) Wrap-up discussion on Programs and Outreach line item. April 4, 11, and May 30 events. Priscilla will attend Apr 4 and May 30 events; Christine will attend April 11 event.
5. New business
 - a) David Freedman says that Burbio service is misrepresenting local entities and purports to be endorsed by Gleason. Freedman endorses the town web site as the logical site for a comprehensive, centralized listing of local events. Freedman asks that Martha "uninvite" Burbio. Trustees agree. Martha will notify Burbio with a cc to Tim Goddard that Gleason and Carlisle no longer wish to be associated with their service.
 - b) Display of Gettysburg collection: Since Fenn's request to view the Gettysburg collection will likely be an ongoing request, trustees suggest that we take a more coordinated approach in the future. Priscilla will ask for display space specs from Historical Society, and Janet will coordinate with Phil Drew of the Historical Society a year-long schedule for

a rotating exhibit of Gettysburg artifacts at their facility and notify local schools and community.

c) Trustees move to approve updates to visual projects policy--attached.

d) Trustees move to approve annual town report, which was especially "vibrant" this year.

6. Other:

a) March 29 town caucus: Priscilla will run again if nominated, and Steve will notify town clerk of intent to retire as a trustee effective circa mid-May so that we can plan for a second ballot opening

b) Housekeeping: Next meeting: March 15, 10 am, Quiet Study Room

8. Adjourned at 11:31 am

Attachments: agenda, approved minutes, director's report, space planning notes, Burbio email exchanges, updated visual projects policy