

**NEW MARLBOROUGH TOWN LIBRARY TRUSTEES MEETING
NOVEMBER 21, 2013**

Irene called the meeting to order with all present.

The minutes were approved.

Irene reported that she has not received the minutes of the Department Head Meeting as she had requested.

Debbie stated that the Pie Sale will be held on Saturday.

We discussed the error that occurred when the last payroll, (\$904), of FY13 was filed as FY14. This was not an error on Debbie's part.

We received the State Aid for one half year, \$1,037.94.

When we have the financial data for the Prism energy audit, automatic door, and broadband, we will notify the Finance Committee about the unexpected added expenses.

The hatchway repair has not been done. We may need to find someone else to do it.

Debbie will be away over the weekend. She will notify the alarm company to contact the police if something should occur at the library.

The PTA has asked that the Lego Club be resumed. Debbie will set a limit of weeks. She will also ask the PTA to fund three Lego sets suitable for older children.

The PTA also asked that babysitting be held at the library during the set up for the annual fair. The PTA will provide the babysitters. It was approved.

Broadband will be provided by Crocker. Dan Litchfield did the appropriate wiring, which is the same as needed by CWMARS.

Broadband will cost \$70 a month. This will be an addition to the budget. Debbie has completed the new action plan for the library's long range plan. She will mail it this week.

The Legislative Breakfast will be held in Williamstown this year. We voted to send a donation of \$25.

There has been no word of the Cultural Council Grants.

Debbie shared a Friends Group Brochure she received at a user council meeting she attended. We will share it with the Friends Group.

The library will be closed on Thanksgiving Day and the Friday after Thanksgiving. Mary Margaret will be at the library on Saturday.

The library will be closed on Christmas Eve, Christmas Day and New Years' Day.

The selectmen have asked for our budget by December 13. Debbie and Irene will work to get the expenses report. The trustees will meet on December 11 at 5 pm to prepare the budget.

Respectfully submitted, Claudette Callahan