

**Pettee Memorial Library
Minutes for June 18, 2013**

Present: Louis Clark, treasurer; Ann Ottaviano, recording secretary; Meg Streeter, Carolyn Palmer, Allison Smith, librarian and Harriette Hamilton, assistant librarian.

Meeting was called to order at 4:00 p.m.

The new librarian, Allison Smith, was introduced to everyone present. Allison will start working at Pettee Memorial Library on July 1st.

Secretary's Report: The minutes for May 14, 2013 were emailed to the trustees for their consideration.

Treasurer's Report: The treasurer's report as of May 31, 2013 was distributed and reviewed at the meeting.

General Fund Cash – \$50,856.70

Endowment Funds - \$96,411.87 – (Laurel Fox Fund - \$580, Pool Bequest - \$27,054.27, Willard Fund - \$14,487.18, Boyd Fund - \$22,226.81 and Friends of the Library - \$631.76.

Carolyn Palmer moved to approve the amended minutes for May 14th and the treasurer's report as of May 31, 2013, Meg Streeter seconded, all approved.

Maintenance: Meg Streeter reported that all bids from contractors to replace our slate roof are due this Friday, June 21, 2013. Meg and Scott Murphy will review the bids on Tuesday, June 25, 2013.

Assistant Librarian's Report: Interlibrary loans are up again. The Board suggested that we ask for donations toward postage on all interlibrary loans. Harriette was authorized to renew our subscription to Consumers Report. Harriette reported that few patrons visited the library on Friday mornings. We may amend these hours in favor of keeping the library open for a couple of hours on Sundays.

Fiber Connect: Carolyn Palmer reported that we should be up and running by October 1st. She has been researching the purchase of audio visual equipment to support Fiber Optic applications. Louis Clark made the motion that Carolyn purchase said equipment from Staples, Ann Ottaviano seconded, all agreed. When Fiber Optic has been connected, it has been suggested that we review our computer and Wi-Fi policies.

Scheduled Programs for June and Early July:

Mondays: June 17th – Trees & Forest Creatures, June 24th – Snakes and Reptiles, July 1st – At the Beach.
Wednesdays: June 26th - Fairy Houses with Susan Sweeney, July 10th – Mineral Mania with Mad Science
Special Program on Wednesday, July 3rd at 4.p.m. – Birds of Prey with SVNH Museum.

Village Stroll will be July 6th.

Respectfully submitted,

Ann Ottaviano

Recording secretary