

**Pettee Memorial Library
Board of Trustees Meeting
February 13, 2018 6 PM**

Present: Carolyn Palmer, *chair*; Louis Clark, *treasurer*; Karina Martin, *acting secretary*, Allison Maynard, Angela Yakovleff, Gretchen Havreluk

Meeting called to order at 6:02 p.m.

Carolyn distributed “Note on Sicktime Rules” to discuss at March meeting and asked if there were additions to the agenda (none) or public comments (Gretchen Havreluk stated the library is doing a great job).

Ms. Havreluk presented to the Board regarding the Town’s grant for renovating the sidewalk on the east side of South Main Street. The plan by Dufresne includes adding a cement sidewalk, lighting, and a crosswalk and, to allow the sidewalk to be straight, moving the fountain on the Pettee lawn. The relocation was discussed with Keene Monument and the Historical Society. Louis moved to support moving the fountain subject to the final placement. 2nd by Karina and so voted.

The minutes of January 9, 2018 were reviewed with approval tabled until the March meeting in the absence of a quorum.

Louis presented the treasurer's report and financial report. Karina moved to accept the treasurer's and financial reports, 2nd by Carolyn and so voted. Discussion of current state of investments. Discussion to continue in three months at May meeting.

The librarian's report and the youth librarian's report are incorporated by reference. Allison reported that “Deep Freeze,” the program that prevents automatic saving to the computer hard drives needed upgrading. Meeting room use policy tabled until next meeting and strategic plan update tabled until new trustee elected. Allison also reported Wilmington Works discussed the idea of the library relocating to the O.O. Ware Building (the old Wilmington Home Center). Angela reported her discussions with other local librarians: January was slow for all.

Next meeting will be March 13, 2018, when we will welcome a new Trustee. We will also approve the January and February Secretary’s reports, receive an update on the strategic plan, and review the meeting use policy. Adjourned 7:12 p.m.

Respectfully submitted,

Karina Martin, Acting Secretary