

**Pettee Memorial Library
Board of Trustees Meeting
May 14, 2019 at 6 pm**

Present: Carolyn Palmer, *chair*; Louis Clark, treasurer, Amy Swanson, *secretary*; Marie Paige, Jason Staloff, Angela Yakovleff, Allison Maynard, and Elizabeth McEwen, Friends of the Library member.

Meeting called to order at 6:03.

Potential additions to the agenda – none.

Public comments – the secretary and treasurer’s position for the Friends of the Library has merged.

Secretary’s report from February 2019: amended in March, Louis moved to accept the report as amended, Jason seconded, and so voted.

April 9 meeting notes: adding we will get good estimates of costs to fundraising note. Marie moved to accept the April minutes as amended, Louis seconded, and so voted.

Treasurer’s report: attached. Marie moved to accept the report, Amy seconded, and so voted.

Librarian’s report: attached.

Youth Librarian’s report: attached.

Estimate of capital requirements – received a \$100,000 estimate for renovations and windows.

Fundraising efforts – Allison and Carolyn are working on a capital fundraising letter; discussed how to recognize donors and other fundraising ideas.

Next meeting: Tuesday, June 11 at 6:00pm.

Meeting adjourned at 7:25.