

Parsons Memorial Library
Trustees meeting minutes 12/9/2019

Present: Isabel Turk, Cherry Chretien, Marti Northover, Tom Stonehouse, Tom Collins, Celeste Steele and Dominique Zulueta

Meeting started @ 7pm

Welcome Celeste!

Director's Report was read and the following noted:

- Isabel will create a performance contract for musicians/groups performing at PML. Will serve as invoice for record keeping purposes.
- Board voted unanimously to allow the Main Historical Society to transport and borrow the Sally Holmes portrait from PML for their bicentennial celebration "State of Mind."
- Questions raised by essential oil workshop re: types of presentations allowed @ PML. Isabel will seek clarity from town hall and follow up with trustees.
- Current method of purchasing cleaning/maintenance supplies is not the most efficient. Isabel will look ask town hall how they order their supplies, Cherry will check prices at Sam's Club.

Treasurer's Report was presented and the following noted:

- Endowment committee met Nov. 13th, minutes of the meeting were presented to the board
- Marti and/or Cherry will check with Fred Holt to confirm if endowment interest may be used to repair the grandfather clock.

Old Business

- Jim Allaire has met with Portland glass re: window sill repairs and sent email to board with suggestions for proceeding.
- Paving project is on the back burner until the furnace issue and Assistant Librarian search are resolved.
- Bicentennial celebration and grant ideas were discussed with a focus on the "Alfred Yearbook" idea.
- Isabel is in the process of looking for grandfather clock repair competitive bids.
- A brief update was given re: Assistant Librarian search

New Business

- Tom Stonehouse volunteered to serve as secretary starting next month, board all agreed.
- Dead River is working on furnace repair estimate, Cherry will have 2nd repair service company contact Dominique to set appointment for visit/estimate.
- While discussing the furnace/boiler the subject of the AC came up. We have one broken unit and the others don't seem to be working at peak performance. Replacing them with heat pumps was discussed. Celeste will share contractor information with Isabel.
- Isabel has information about the National Historic Register of buildings she will forward to the trustees.
- Isabel has mocked up a PML website on Word Press and shared the beta version with the trustees.

Next meeting: Monday, January 6, 2020 @ 7pm

Respectfully submitted, Dominique Zulueta