

# MINUTES Attleboro Public Library Board of Trustees

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12/12/2018 6:08 PM | Meeting called to order by Board President Charlie Oliver

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## In Attendance

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Trustees: L. Binns, V. Bonneville, C. Oliver, D. Mangiaratti, M. Patel

Staff: C. Johnson

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## Minutes

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Minutes of November 14, 2018 meeting reviewed and approved.

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## Business Required by Law

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None.

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## Treasurer's Report

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As John was not present, Charlie reported a checking account balance of \$14,200. There was a transfer of \$9,900 from the Milford Bliss fund to the Trust Funds on November 16. Warrant #6 for \$7,112.74 reviewed and approved; motion made and approved to transfer funds to pay this amount. A donation totaling \$25 reviewed and accepted on motion.

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## Committee Report

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None.

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## Director's Report

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Repair of the flashing on the roof was recently completed and the two fire alarms damaged by the leaking roof were reinstalled. The latest estimate for the building envelope project is \$8M. The project would include roof, windows, masonry, balconies and HVAC system. Due to the cost, an owner's project manager would need to be hired as well. After the shuffling of positions internally, the library still has a 12 hour position available. Applications will be sought for that slot. After filing the final report for the Big Read, the last \$3,000 of the total \$15,000 grant should be arriving soon. There is a meeting next week to begin work for next year's Big Read.

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## Unfinished Business

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Chris is waiting for Amazon Smile to be linked with the Friends bank account. Once that happen she can create a Wish List. The name of a potential new trustee candidate has been given to the city council. After discussion, a motion was made and passed to hire Unique Management to track down library patrons owing the library \$100 or more in lost items. There are approximately 325 patrons who fall into this category. The company charges \$8.95 fee per patron at a cost of \$2,908.75.

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## New Business

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A motion was made and approved to donate \$500 toward a staff Holiday Party. The SAILS Legislative Breakfast will be held on January 25 in Foxboro. Chris will be attending and several board members expressed an interest as well. A motion was made and approved to donate \$50 to help defray the cost of the breakfast. Vic asked that small plaques be placed near the Trustee portraits on the second floor providing a little background information on them. He also mentioned seeing some cracks in the walls where the portraits are hung.

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**Next Meeting: January 9, 2019 @ 6pm**

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