

**Library Trustee Meeting Minutes**  
**Minutes September 12, 2011**

**Attendance:** Sally Brown (SB) Yes, Barbara Clancy (BC) No, Barbara Steadman (BS) Yes, Jerry Rudzinski (JR) Yes, Matt Bansfield (MB) No, Linda Barron (LB) No, Brenda Metterville (B) Yes

Meeting called to order at 6:37 p.m.

Review minutes from Monday, June 13, 2011, no discussion, SB motion to approve JR 2<sup>nd</sup> all approved.

Approve/Review Payroll, #1-#5, BC motion to approve, BS 2<sup>nd</sup> all approved

Approve /Review Warrants July and August 2011, BC motion to approve, BS 2<sup>nd</sup> all approved.

Review current updates to building, Capital planning wants our 5 yr. plan updated. Research electric and solar panels program, Advanced energy, call for information for October meeting.

Custodian, building maintenance: Electric lawnmower purchase and 10 ft. ladder. MB motion to approve purchase, JR 2<sup>nd</sup> all approve.

HVAC maintenance with Fran White, Fran one more call.

Arcadia book, cover deadline September 22, 2011, Friends approved purchasing 200. Special Town Meeting, November 18, 2011.

Review notices and memos from the BOS

Mrs. Jay, West Brookfield, MA published book transcribing BOS minutes, invited to program Oct. 13, Thursday at Quaboag Historical Society at 7:00 p.m.

Adjourn Meeting, SB motion to adjourn at 7:10 p.m. BC 2<sup>nd</sup>, all approved. Next meeting Monday, October 17, at 6:30 p.m.

The items listed which may be discussed are those reasonably anticipated by the chair. Not all items listed may in fact be discussed and other items not listed may be brought up for discussion as permitted by law.