

Mary L. Blood Library Trustees' Meeting
NOVEMBER 17, 2016

Present: Trustees Tom Kenyon, Richard Beatty, John Cocke, Chris Wagner, and retiring Librarian of the Mary L. Blood Library Jennifer Rathburn Tobias and new librarian Mary Jane Wentworth.
Edson Pierce was absent.

Meeting commenced at 4:08 pm.

Minutes of October 27, 2016, were considered and accepted.

Librarian's Report, November 2016:

Mary Jane has been in several times and is getting acquainted with library procedures.

While updating our AVAST anti-virus, I found that this software, too, is outdated just as the Microsoft 2010 that I mentioned at the last meeting is. Tony's advice is to get a computer savvy person to come in and do updates.

Respectfully submitted, Jennifer Tobias

The Board discussed Microsoft 10 update and Tony recommends getting a software specialist such as Brian Schepf. The Board is still in favor getting rid of the VHS tapes and Tom will put a "free" notice in his West Windsor news in the Standard. Tom to process the recycle bins.

Old Business:

- (1) Tom noted he has not recently heard from Corrections about the door and wall and work has not commenced in the library building. Corrections is still in the process of getting matching oak for the new door.
- (2) Tom noted the plumber is ready to start the work at the appropriate time.
- (3) We still have not found a magazine rack.
- (4) Chris updated the Trustees on the fundraising effort. Tom to help supply the small return envelopes. Trustees approved Chris getting the needed postage. John noted we should update our "giving" records.
- (5) It was decided we should continue to consult with Tony to obtain an "automation estimate" from him.
- (6) No action on the "Automation/Technology Fund."

New Business:

- (1) Board to review budget for 2017 and related article for Town Meeting warning.
 - (2) Trustees discussed school funding and how impacts this library.
 - (3) Next meeting is at 4 pm at MLB Library on Thursday, December 15th.
- Meeting adjourned at 5:03.

Tom Kenyon, Secretary