

**WHEELER MEMORIAL LIBRARY BOARD OF TRUSTEES MEETING
December 14, 2006**

Present: Richard Ballou, Kathy Reinig, Richard Senier, Chair, Jean Thompson, Michaelae Wright, Walt Owens, Library Director; Rick Kwiatkowski, Guest

Call to Order at 7:00 pm

Approval of Minutes: Minutes of November 9 meeting accepted with one change.

Boiler Bids

3 bids were submitted, ranging from a low of \$88,800 to a high of \$149,500. Walt checked with Better Business Bureau who had no file on Adams (no complaints in last 3 years); he called the Town of Florida, MA, who used Adams; reported being very happy overall; Adams was responsive to concerns, tried to meet deadlines, though there were some delays; talked with Temple Shalom; who said Adams is very sharp; plumbing excellent.

Time Frame is to be December 21, 2006 to February 8, 2007.

Walt suggests paying \$67,000 from Helen Parker fund, and the rest (~\$21,000) from Bartolomei fund.

Motions regarding bid:

1. To award the bid to Adams Plumbing and Heating; **moved, seconded; passed.**
2. To fund the project via the entirety of the H. Parker gift and take the **balance** from the Bartolomei Fund. **Moved, seconded, passed.**
3. Moved to authorize the chair to sign the contract. **Moved, seconded, passed** (Chair abstained)

Walt thanked Rick for his advice and assistance in going through the bidding process.

Financial Report/Warrant:

Walt noted that the line item for mail and postage costs is high; he is unsure why; Report from Wm. Kessler does not show non-updated funds. Michaelae raised question about compensation for director for extra work on project; Walt said that a project director will be required for a planning grant and building grant, that meanwhile he feels comfortable with things as they are and will let Board know if he feels otherwise. Sense of the Board is that we don't want Walt to work too much overtime.

Question was raised about expressing appreciation to Helen Parker family; Richard Ballou says she was personal friend of his mother-in-law and had no relatives left. Walt suggests we find way to express appreciation, and thus hint at the possibility of such gifts to others.

Director's Report

Circulation is up 10.5% at Wheeler; 6.5% at Moore-Leland
Walt has submitted an action plan for FY2008 to the Massachusetts Board of Library Commissioners.

There remains \$3111 from the 1998 planning grant.

Vandalism---The whole top of one of the large globe lights in front of the library was broken off; Walt called the police, Town Hall, the insurance agency;; 3 or 4 cast iron bolts were rusted; one arm was missing altogether; Walt asked our thoughts on whether to replace the unit, and in aluminum, or the original cast iron. Decision: Wait to see if missing piece turns up; get an estimate of replacement cost.

Thank you notes were received from a Florida family; research supplied by Wheeler/Walt reunited twin boys and their father after 33 years. Thank you also from a family for copies of accounts of their great grandparents.:

Hannaford Account:

Board needs to authorize Walt to apply for a card; this avoids pay out reimbursements and sales tax; **Resolution passed authorizing Walt to contract on behalf of the organization.**

On the Same Page Grant:

The Friends group wants to do this. Community discusses same book, programs planned related to it; it promotes reading and raises the profile of the library. The Friends will assist. Walt can coordinate, though not do all the work himself.

Moved and seconded that we request Walt to apply for On the Same Page grant; Passed unanimously..

FY 2008 Budget

There will be a hearing on January 29 with the Finance Committee; library has been asked to submit level-funded budget; we also need to submit a budget for the amount needed for certification; the level funded budget leaves a shortfall in meeting that requirement; (the shortfall is about the same amount as the dog tax money which the town now receives instead of the library).

Moved and seconded to submit a budget to the town to meet the certification requirements. Passed unanimously.

Meeting adjourned at 8:38 pm.

Next meeting: January 11 at Moore-Leland Library.

Respectfully submitted,
Jean Thompson, Board Secretary

