

Lane Memorial Library
Trustees Meeting Minutes
October 29, 2014
Dearborn Redden Room
6:30PM

A. Call to Order: The meeting was called to order at 6:32PM by Linda Sadlock, Chair.

B. Attendance: Linda Sadlock, Chair, Deb Knowlton, Secretary, Chris Hendry, Alternate; Diane Crow, Treasurer, Bob Lamothe, Vice Chair, Dick Desrosiers and Director, Amanda Reynolds Cooper. Absent: Susan and Mark Hughes, Alternates

C. Old Business

a) The Circulation Desk: Amanda presented a scale drawing that described the changes proposed for the new circulation desk with modular offices as drawn by KI. Total cost for project is: \$23, 563.79. This total does not include the costs to alter lighting (if needed), or to add the new sprinkler head. Coupled with the 2013 encumbrance there are sufficient monies in the budget. Motion made by Dick Desrosiers and seconded by Diane Crow to proceed with the Circulation Desk Project. Motion passed. AIF.

b) Photocopier Service Plans: The Trustees reviewed both the Integration Services Support Agreement and the Gold Coverage Maintenance Agreement that come with the photocopier. A period of discussion followed that included questions about both contracts. The total annual expense required of both agreements (after the first year, which is free in part) is \$1,127 which the Trustees considered to be high for services included, especially those services covered under the Integration Agreement. Amanda agreed to further research several items relating to the Integration Agreement and its necessity. A decision was made to table the present discussion until more information is available on the Integration Agreement issues that were raised.

D. Summary of Decisions Made: Proceed with the Circulation Desk Project.

E. Next meeting: November 19, 2014

F. Adjournment called at 7:25PM.