

Time Called to Order: 12:37 pm
Time Adjourned : 3:00 pm

Chair(s): A. Weinstein; N. Levin
Recorder: Joyce Pyenson

Location: Otis Library Conference Room

Members Present: Nancy Levin & Anita Weinstein, Co-Chairs;; Anne Cooper; Diane Dyer; Joel Morris; Joyce Pyenson

TOPIC/AGENDA	DISCUSSIONS/ACTIONS
<p>Minutes of December 11th</p>	<p>After review, motion made to approve the minutes. Motion carried</p>
<p>Librarian's Report</p>	<p>No Report Given this month. K Bort unable to attend meeting. Kathy Bort to now handle updating of Library Website. She will send all information to Heather Venne at Town Hall.</p>
<p>Treasurer's Report</p>	<p>Announced that Robert Austin had resigned from Library Board as of Dec. 31, 2008. Voted to have Nancy Levin become new Treasurer. N. Levin resigned as Co-Chair to accept Treasurer's position. Voted to have Anita Weinstein become Chair of the Board. Letter of Thank you to be sent to R. Austin for his dedication and service to the Library and Town. Motion made and carried to have Diane Dyer become a second signatory on the Bank Accounts.</p> <p>Reports given. Discussion about continuing to use Adirondack payroll Services or to switch to Ellen Heffan, who would prepare all the same reports and file taxes except on a monthly basis. This might reduce our monthly expenses a little. Voted to switch. Motion passed. Will probably take another month before the system is in place.</p> <p>Discussion ensued concerning the use of purchasing Quickbooks for doing the bank Reconciliations as well as tracking all Expenses and eventually for tracking all Donors. Motion made to go to this system. Nancy Levin to purchase, install and set up to \$250.</p> <p>CD Matured January 4th and it was voted on to Roll it over into 5 Month CD at rate of 2.75 at legacy Bank.</p> <p>Vacancy created by R. Austin's resignation will be posted at Town Hall for 3-4 weeks; Joel Morris to take care of that. Then decision will be made and new Trustee to fill vacancy will be appointed to this elected position.</p> <p>Treasurer's Report accepted.</p>

TOPIC/AGENDA	DISCUSSIONS/ACTIONS
<p align="center">Alarm System</p>	<p>N. Levin to call Rick Gore, Lee Audio 'N Security, to confirm the price of installing a new Security System, as per his quote of February 2008. Also to have him estimate how long the installation would take.</p>
<p align="center">Budget Submission to Town for Special Meeting</p>	<p>Revised Budget submitted to Selectmen's Office for placement on Agenda at Special Town Meeting which should be held shortly. The Library got the required number of signatures necessary to have the Revision placed on the Agenda.</p>
<p align="center">Basement Clean-up & Snow Removal</p>	<p>Clyde Deming cleaned up the Basement and will return to take all the books off the back porch. Gary O'Brien who removes the driveway snow will now shovel the steps and ramp as necessary.</p>
<p align="center">Fundraisers</p>	<p>Motion made to have the next Fundraiser's profits earmarked specifically for CW/MARS. Motion carried. Discussion about a late Spring Car Wash Fundraiser which would be held possibly at Town Hall. Anita Weinstein to speak with Stephen Harasyko, the Boy Scout Leader, to see if we can solicit the assistance of the Boy Scouts for the project. Further discussion at next meeting</p>
<p align="center">Next Meeting</p>	<p>Motion made and carried to have the next meeting held on February 19th at 12:30, because of everyone's schedule. There will be no meeting in March and the regular April meeting will be as scheduled on April 2nd at 6:30pm.</p>