

Time Called to Order: 6:40 pm  
 Time Adjourned : 9:20 pm

Chair(s): A. Weinstein  
 Recorder: Anne Cooper

Location: Otis Library Children's Room

Members Present: Anita Weinstein, Chair; Nancy Levin, Treasurer; Anne Cooper; Diane Dyer; Steve Graves; Joel Morris; Joyce Pyenson  
 Kathy Bort, Librarian

TOPIC/AGENDA	DISCUSSIONS/ACTIONS
<p>Minutes of February 19<sup>th</sup>, 2009</p>	<p>After review, motion made to approve and accept the minutes. Motion carried.</p>
<p><u>Treasurer's Report</u></p> <ol style="list-style-type: none"> <li>1. FY' 10 Budget</li> <li>2. State Grant</li> <li>3. Fire Department Donation</li> </ol>	<p>Treasurer's Report accepted. Treasurer to put 4<sup>th</sup> Quarter Voucher into Town for receipt of final stipend from Town for FY '09</p> <p>Library Trustees to continue to send a representative to All Board's Meeting</p> <p>Need to send committee to meet with Selectmen and Finance Committee concerning FY '10 Budget. Selectmen to notify us when that meeting will be.</p> <p>Balance of State Aid Grant for Public Libraries has been received.</p> <p>Motion passed to donate \$50 to Otis Fire Department</p> <p>Motion made and accepted to place all fines and late fees into CW/MARS Account.</p>
<p><u>Librarian's Report</u></p> <ol style="list-style-type: none"> <li>1. Cataloguing</li> <li>2. Museum Re-opening for Summer Months</li> <li>3. Donations</li> <li>4. Children's Reading Contest</li> </ol>	<p>Dennis Lehane Book Signing and Talk scheduled to be given April 3<sup>rd</sup> - N. Levin put out Press Release to local Newspapers. Book Loft to provide all Lehane's books at no cost to the Library and will give the Library 15% of the proceeds of all sales. In addition, the Book Loft will take back all unsold books.</p> <p>Non-fiction room has been cleaned, all books catalogued, labeled and returned in order to shelves.</p> <p>Request by Hank Wingate to open the Museum, by appointment only beginning April 15<sup>th</sup>. Motion accepted by Board.</p> <p>Donations of DVD's to Library</p> <p>S. Graves made a donation of digital camera for use at events.</p> <p>Children's monthly Reading Contest - to be sponsored by 3 local stores: Terranova's; Hall's and Farmington River Diner.</p>

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<p><u>Librarian's Report</u></p> <p>5. Space Planning</p> <p>6. Continuing Education/Seminars</p> <p>7 "Ed the Wizard"</p> <p>8. Cleaning</p> <p>9. Activities/Events</p>	<p>Numbers of children attending afternoon Crafts Program have increased and are on-going.</p> <p>Turn-off TV Month will be celebrated with Library functions and events. Book Sale Room to be cleared as next project.</p> <p>Space Planning Expert coming May 1<sup>st</sup> to make recommendations for best utilization of space.</p> <p>K. Bort; L/ Hall and L. Fay to attend meeting for Summer Reading Program.</p> <p>L. Hall and K. Bort to also attend meeting on Inter-Library Loans. K. Bort to attend meeting on "Mold vs. Preservation."</p> <p>On August 13<sup>th</sup>, Ed the Wizard will be at the Library for the culmination of the Summer Reading Program. He received a Grant from the Otis Cultural Council and the Library will not have to pay anything additional for his Program.</p> <p>Bathrooms in desperate need of repair, carpet shampooing the carpet and windows need to be cleaned</p> <p>L. Fay suggested that a Children's movie night be added - K. Bort said that at least 2 Adult would need to be added for supervision. Board tabled the proposal until the Fall.</p> <p>Board discussed adding more Author related programs, such as: Simon Winchester, Mr. McCarey, an East Otis author and Linda Graves, a children's book illustrator. Discussions to be continued.</p>
<p>Extended Library Hours</p>	<p>Continued discussion regarding Saturday hours 9:30 - 12:30. Ad will be placed in "Shopper's Guide" and put on the website &amp; in the Otis Gazette to seek Summer Assistant. K. Bort will interview all candidates. Also candidate to train with K. Bort for one month before final decision is made regarding Saturday hours.</p> <p>Further decision regarding extended hours for the Summer will be determined after the Town Meeting in May.</p>
<p>Fundraising Committee</p>	<p>Board voted to have permanent Fund Raising Committee - comprised of A. Cooper, D. Dyer and J. Morris. They will report to the Board.</p>

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Clean-up	Board Trustees unanimously voted to have voluntary "Clean-up" Day on Tuesday, April 14 <sup>th</sup> at 9:30am. The Trustees will go through all the Closets and organize the space for more productive usage.
Spring and Summer Craft Fair Fundraiser	The Carwash for the Spring Fundraiser was discussed and voted down.  Summer Craft and Country Fair to be held Saturday, July 11 <sup>th</sup> from 10:00am to 3:30pm. No entertainment this year. Concentration will be on the Vendors and Raffles. We will begin advertising both for Vendors and for the Fair itself. A. Cooper to begin soliciting prizes for the Raffle. A. Weinstein to handle advertising and food.
Next Meeting	Next meeting to be held May 7 <sup>th</sup> meeting at 6:30pm.