

Time Called to Order: 6:30 pm
 Time Adjourned : 8.15 pm

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

Location: Roosevelt 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>Previous Minutes of April 2nd, 2009</p>	<p>After review, motion made to approve and accept the minutes. Motion carried.</p>
<p><u>Librarian's Report</u></p>	<p>K. Bort met with Space Planner - last of funding services under grant - will send report. Applications for Assistant's position coming - K. Bort reviewing and setting up interviews. Extended hours over summer discussed. K. Bort expressed her scheduling. Proposed that we consider getting new furniture in Children's Room. Historic Commission meeting with Mapmaker and Henry Wingate. They meet weekly in the Library.</p> <p>K. Bort scheduling lectures and other events TBD over the summer.</p> <p>Angelina Dubourg of the Otis Gazette will permit Library to send in updated news and will email K. Bort.</p> <p>Youth Reading program will be about heroes. "Picturing America" material arrived - K. Bort will try to hang some of them on the walls.</p> <p>Patricia Richards has lithograph that she may donate as a raffle prize at the Summer Fair.</p>
<p><u>Treasurer's Report</u></p>	<p>Reports given. Expenses, balances. The oil bills were cited as being extremely high - automatic thermostat check to make sure it is properly set. Next year hopefully oil prices will be down. Can't lock in the rate yet.</p> <p>Selectmen had requested that Trustees meet with them - which took place on May 6th. It was a very productive meeting.</p> <p>It was suggested by the Selectmen that they incorporate several of the redundant expenses, such as Fire & Liability Insurance, maintenance, supplies and possibly payroll be placed under the Town's auspices. Capital improvement list drawn up for submission to the Selectmen.</p> <p>The Board of Trustees voted on this option and it was unanimously passed with one exception. The Board decided to continue the payroll for the Library's employees with Adirondack Payroll Services. The payment of the payroll has been reduced to once/month rather than twice/month in a cost-</p>

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<p><u>Treasurer's Report</u></p>	<p>saving effort.</p> <p>If feasible, the expenses will be incorporated by the Town for the FY '10. Further exploration will be made into the Town actually taking ownership of the Library Building:</p> <p>N. Levin will speak with a CPA to file the necessary 990 return etc. Genne Levasseur of Lenox to be contacted. Motion made and passed.</p>
<p>Extended Library Hours</p>	<p>Extended summer hours TBD after new assistant is hired.</p>
<p>Otis Flag</p>	<p>Trustees unanimously passed motion to buy a large sized flag to be hung outside on the flagpole. A. Weinstein to speak with Lyn Minery concerning this purchase.</p>
<p>Energy Audit</p>	<p>The Audit team conducted the energy audit. Details and report to follow. In an informal conversation with Chris Vreeland, it was suggested that the Library get new gutters which will help diminish the dampness problem in the basement.</p>
<p>Summer Fair</p>	<p>Advertising for Vendors wanted continues. Voted to use same artwork as previous years. Raffles prizes being collected by A. Cooper. We approved that the menu and food prices will remain the same. A. Cooper to speak with Supermarkets about donations. There are 11 vendors so far.</p> <p>Wally Terrill, of Waldon Mosquito Control, to spray the grounds again free of charge prior to event. Bud Bushey to help out again with marking the vendor spots.</p>
<p>Next Meeting</p>	<p>Next meeting to be held June 4th at 6:30pm.</p>