Minutes of a meeting of Nov. 5, 2019

1. Meeting called to order at 7:05 by Chair Dawn Barlow
   Members present: D Barlow, J Bielot, W Barney
   Also Present: M Gilroy, Library System Director
2. Motion by J Bielot/W Barney to approve the minutes of Oct. 7, 2019. APPROVED 3-1
3. Old Business
   a. There was a discussion regarding the Top Ten Taxpayers list and how it might be used to
      advance the mission of the Library System. It was determined that this matter be deferred
      to a future time when such a discussion would be more germane.
   b. There was a discussion regarding the development of a Library Bequest Policy which is a
      goal of the Finance Committee. To begin the process, it was decided that the Committee
      would first see if the Town had a policy on bequests which the Committee could use as a
      model. M Gilroy said that he would look into this and report to the Committee at the
      December meeting.
4. New Business
   a. M Gilroy present the new format that will be used for capital project called the Capital
      Improvement Plan (CIP). There was a discussion regarding what should be included on the
      Library System CIP and whether already presented projects should be included. M Gilroy
      said that he would discuss that matter with the Town’s Finance Director and report back to
      the Committee
   b. There was a discussion of the 2020-21 Budget. It was felt that items that would need
      additional financial support in the next budget should include: Monies to enhance the
      Library’s Collections; keep staff salaries in line to library salary norms; monies to enhance
      the programs offered by the library; increased monies for maintenance projects.
   c. The Committee reviewed the status of the 2019-20 budget to date. Spending is in line with
      expected expenditures with the exception of the communication line which had an
      unexpected charge.
5. There was no audience of citizens
6. Without objection, the meeting was adjourned at 8:04

Submitted by: W Barney