

## Trustee Meeting Minutes June 11, 2018

- Present: Clara Warren, Lisa Ditta, Janet Moller, Erin Begel, Bridget Whalen-Nevin, Judy Taylor and Judy VanArnam.  
Special attendance (at the request of the Trustees) of John Gardner and Katy Thomas.
- Meeting called to order at 6:11 p.m.
- Public Comments:
  - o John Gardner brought flooring samples. Viewed and discussed the samples; chose later in meeting (see below).
  - o Katy Thomas (Landscape Engineer): taking care of tree Bridget is donating to library; had suggestions on planting outside in large planter/creating patio area or keeping inside over winter. Will help with whatever we decide. Needs three bags of soil for planter – Clara will request from Spilman’s to donate when we buy mulch.  
Motion to request made by Janet, seconded by Erin, all in favor.
- Reviewed minutes from May meeting. Motion to approve made by Judy V and seconded by Janet. All in favor.
- Treasurer’s Report: No changes to report since 5/30 meeting.
- Director’s Report: No changes to report since 5/30 meeting.
- New Business: Judy T. suggested sending a thank-you card to Katy Thomas; Janet will write out card.
- Construction Update:
  - o Chose flooring samples:
    - Carpet (book areas): “10 To Go 00502” (Motion made by Erin, seconded by Janet, all in favor.)
    - Vinyl (bathroom): “marble pattern” (Motion made by Judy V, seconded by Erin, all in favor.)
    - Laminate (conference room): “Cape Cod Grey” (Motion made by Erin, seconded by Judy T, all in favor.)
    - Mechanical room: (leave concrete).
    - Adopt new policy of no food or drink on carpeted areas. (Motion made by Judy V, seconded by Clara.)
  - o Baseboard is not in bid but John suggests running carpet up wall a few inches to act as carpeted baseboard.
  - o Clara will ask Kevin to move dirt if Dave Stout delivers. Motion made by Judy T, seconded by Janet, all in favor.
  - o Painting: Erin and her husband can paint high wall areas along ceiling. May need ladder.
- Next meeting will be July 9<sup>th</sup> at 6 p.m.
- Motion to adjourn at 8:09 p.m. made by Janet, seconded by Judy V. All in favor.

Respectfully submitted,

Erin Begel

Secretary