

**Ashland Town Library  
Minutes of Library Trustees Meeting  
July 10, 2014**

**Trustees Present:** Alice Staples, David Ruell, Mardean Badger

**Others Present:** Sara Weinberg, Library Director

The meeting was called to order by Chairperson Alice Staples, at 5:20 pm at the Ashland Fire Station.

**Air Conditioner**

We discussed the air conditioner in the Children's Room of the Library. The plug was recently found to have burned or melted. We discussed the need to check the condition of the floor outlet and whether to repair the air conditioner plug or replace the air conditioner (purchased in 2004).

We will contact Annie McCormack, electrician who did previous work for us, to check the floor outlet and advise us on the viability of the current air conditioner.

Sara has checked with Walmart and they have an air conditioner in stock for about \$109.

**The motion was made (Alice Staples) and seconded (David Ruell) to approve the purchase of an air conditioner (equipment line in the budget) if the electrician feels that is the best action. The vote was 3-0 in the affirmative.**

**Staff Hiring**

With the departure of Adam, Sara recommends hiring Sophie Sanborn for three to seven hours a week for the summer. Sophie is a 16-year-old high school student and a long-time volunteer at our library. She would need to have a work permit obtained through the high school.

**The motion was made (David Ruell) and seconded (Alice Staples) to hire Sophie Sanborn for the summer. The vote was 3-0 in the affirmative.**

**Ashland Budget Committee**

At 5:30, the Library Trustees and Library Director joined the Ashland Budget Committee meeting for the mid-year budget review. David Ruell reviewed the Library expenditures from January 1 to June 30, 2014, including expenditures from the town budget appropriation and from other funds. As of June 30, we have spent approximately 47.3% of our town budget funds. The cash balances of our accounts was also reviewed – checking account, building fund, and separate funds for computers, copy fees, donations, lost books, and patron fees.

We also reviewed briefly our continuing search for additional library space, our recent discussions with TCCAP, MVSF, and Mark Scarano, and our newly established library building fund.

At 5:51 pm we finished our presentation to the Budget Committee and adjourned the meeting of the Library Trustees.

***Minutes submitted by Mardean Badger***