

## **Minutes for Board of Trustees Meeting**

December 15, 2021 5:30 pm

**Attendees:** Margaret Wilson (chair), Tina Casteris (minutes, attended via Zoom), Peter Conant, Ellen Taylor, Patti Chapman, Diane Schivera, Trudy Scee (coordinator, attended via Zoom), Marci Blakely (select board member). Stan Bower attended as well.

Meeting called to order at 5:30

### **I. Minutes from November Meeting**

Ellen moved to approve the minutes, Margaret seconded, minutes from the November meeting were approved

### **II. Treasurer's Report**

Snow plow bill came in for last year. We are having the parking lot plowed when there is four inches or more of snow. New town disbursement received, also some donations. Budget committee will meet after the first of the year, to bring for a vote at the annual meeting in January.

### **III. Building News**

1. Stan stopped by to ask if it would be OK to build a workbench in the basement, he'll put materials on the wish list. Also he donated a new vacuum.
2. Ventilation system is flashing warnings, Stan will check with Ben and Keith
3. Idea proposed to replace the front door with a storm? Consensus is that it's not weather proof enough. Wouldn't work with an out swing door.
4. Stan is planning to paint the bulkhead door, Peter will advise on type of paint.

### **IV. Coordinator's Report**

Two new volunteers are starting soon, and Sid agreed to be on call.

### **V. Old Business**

1. We still have a Board opening. Marci has suggested someone, Margaret will follow up.
2. Lights - inside is pretty much done. Two of three outside lights are working.
3. Homebound patrons - flyer was created to hang in the town office to notify people that we are starting a delivery service for those in need. We will have a notebook for requests. Volunteers would deliver on Tuesday and Saturday shifts. We will assess the response and discuss again in a couple of months. Spread the word, word of mouth will be most successful.
4. Guideline for in-person meetings - things are not good right now, tabled.
5. January speaker - we should put this on hold right now, the numbers are up in Maine.

## **VI. New Business**

1. Coordinator's six month evaluation, please send your feedback on Trudy, she will meet with the coordinator in early January. She will be out for two weeks in January, eval meeting will be held after that. We

## **VII. Items for next Meeting January 19, 5:30 pm**

We will start with the annual meeting to approve the budget, vote in new trustees and renew terms.

1. Homebound service
2. Trudy's evaluation

Meeting adjourned at 6:18