

October 9, 2007 Minutes Weeks Public Library Trustee meeting:

Attended: Bruce Dearborn, Kate White, Dale Rockefeller, Julie Gilston, and Denise Grimse

Minutes of the September meeting were approved.

Donations of \$397.00 were unanimously accepted.

Service contracts reviewed were:

Dowling-\$262.00 per year includes 2 visits per year to service heating system. This contract was accepted.

Burns Fire alarm system: \$396.00/year. It was decided to look into other contracts for this service, as this seemed like an expensive contract.

ADP services will continue until January. It is hoped that the library will be able to continue with this contract, as it is too time consuming for library personnel to do their own payroll. Not to mention the learning of the software.

We would like to follow up with a second survey of the library. It was decided to follow thru with the results of the 1st survey. Ideas for the second survey were discussed and Denise will submit a draft of the 2nd survey. We discussed how to reach out to more people, an idea of handing surveys out at the transfer station on Wednesday and Saturday's was discussed.

Budget issues are going to be held at a separate meeting.

The library portraits were returned.

The Knox box was discussed. Bruce will talk to the fire department about this and report back at the November meeting.

There was a concern about roofing issues, Dale will find someone to look at the roof.

Job descriptions will be complete by the November meeting.

Fall cleanup is pending.

The next trustee meeting will be November 13th at 4:30pm