

Baker Free Library Trustees' Meeting
Monday, January 23rd, 2017
3:30 pm at the Library
APPROVED

Present: Tom Ives, Benette Pizzimenti, Dave Withers, Christine Carey, Peirce Hunter, Lori Fisher.

Call to Order: 3:30 pm by Tom Ives.

Review Phase II Construction Revenue/Costs: Tom told the group things are going well over all with the lower level, and we have been able to save \$35,000 which we can put towards furnishings for the new space. The savings came through decreased material costs with the changes in some of the plans, including changes in the second egress and the size of the windows. Everything is ADA compatible, although there are some last minute adjustments to be made to the cabinetry. The ceilings/floors/windows should be finished this week, then cleaning and the small stuff, with everything completed by the first week in February. Lori and Betsy are working on ordering the appropriate furniture so things will be set for our March grand opening.

Recap of Planning Board Public Hearing 1/22/17 "Mixed Use": Chris and Lori went to the Planning Board hearing about making the town area around exit 1 off of 89 a mixed use district, meaning both residential and business use would be allowed. This would be to try and capitalize on the state's plans to restructure exit one, giving us the opportunity to bring in more business to the area. For the library, there should be little effect as we would be grandfathered in, although if surrounding properties were sold, we would need to make sure our parking status remained the same, or waivers for our parking were in place. This will probably be voted on at town meeting, with no significant construction until 2034.

Potential Budget Cuts for 2017/2018 Library Budget: After the library's meeting with the Budget Committee, and their suggestion to reduce the amount we requested by not increasing our staffing, Lori went through the budget again to see if there was any place we could make some cuts. The trustees and the library staff all felt it was impossible with the newly renovated space to not increase one part-time position to full-time, given the increased administrative and programming needs generated by our increased space and the needs of the town. Lori found by decreasing the budget in various places, such as special programming, etc. we could potentially reduce our request by \$9,500, *if* the town agrees in writing to manage our payroll for free, as suggested in the budget meeting. This would bring our budget increase from 5% to 3%. If the town cannot do our payroll, we will need to maintain our Trivantus payroll services contract for \$3200, and would be able to reduce our budget by \$6300. Dave made a motion to reduce the library's budget request by \$9500 provided there is a written agreement for the town to do our payroll services – otherwise the motion is to reduce the budget by \$6300. Chris seconded, and the motion was approved.

There is no **new business**.

There is **no public comment**.

Meeting Adjourned: 4:00 pm

Respectfully submitted,
Christine Carey
Secretary