

MINUTES OF THE DECEMBER 3, 1996 MEETING OF  
THE FROST LIBRARY & MUSEUM TRUSTEES

1. Board convened at 7:45 PM

2. Bills were signed and the minutes of the Oct. and Nov. board meetings were distributed to the board which will review and discuss them at the December meeting.

3. Old & New Business

A. The Director will request a transfer of money to pay a computer operator for 16 hrs./wk. Also, the Director noted that there will be a budgetary shortfall in the FT personnel budget before the end of the fiscal year.

There has been no response from the Advisory Board regarding the Museum position.

The library's capital equipment request must be reformatted. Director praised the secretary/bookkeeper for her extensive efforts.

Director reviewed her recommendations for the upcoming FY98 Budget Year.

4. Old Business

A. Board review the ASI draft for HVAC.

B. The Museum position will be put in the FY98 budget request. A board member suggested that the library write to the Town Attorney to obtain clarification of the steps involved in establishing a new position. All steps, including the preparation of a warrant, will be taken in preparation for trying to bring this position up again.

C. Downspout decision was deferred until clarification on cost is given to the board.

D. A line-item will be added to the NOBLE budget to upgrade the wiring in the library to level 5 wiring.

5. New Business

Motion was made, seconded and passed on a 3-2 vote to transfer from 1997 State Aid the amount \$3,494 to purchase the items described in the Technology Request report.

Some discussion ensued about WCAT and its future

3. Personnel

Director announced that Laura Reese will be retiring and the posting for filling the position will be initiated.

7. Board scheduled next meeting for Tuesday, January 13, 1997

3. Meeting adjourned at 9:40 PM