

MINUTES OF FROST LIBRARY & MUSEUM TRUSTEES

OCTOBER 12, 1995

Board convened at 7:45 PM

1. Bills were signed
2. Minutes were read, amended and approved
3. A. Most of the roofing repair bill has been paid except for a balance of \$3,500, which will be paid after a checklist of the repairs is made and the project is completely approved.

Discussion ensued regarding the wisdom of signing off on bills before the "clerk of the works" has signed off on the job, especially in light of the fact that some work remains to be done(e.g. two leaks remaining)

1. The Capital Improvements Committee (CIC) toured the library with Chairman Redgrave; their tour included such areas as the magazine and technical services rooms and the boiler room.

The library boiler is quite old and the furnace is even older, so it was suggested that boiler/furnace replacement be entered in time for a warrant for the upcoming Town Meeting; warrants must be filed at Town Hall by 12/11/95.

2. Board suggested that Draft Response be revised to reflect the seriousness of the Board's concerns. The board also signed an order for re-pointing of some bricks on the library building with the balance of \$4,997.50 in the roof repair acct.

- B. Museum Survey not yet submitted to Board of Library Commissioners. Final copy of Museum Plan of Action will be submitted to trustees, reflecting consultants study/survey will submitted to BLC after November trustees' meeting

Motion made to restrict access to the Museum due to lack of staff; motion seconded and passed by the board.

4. A. NOBLE BUDGET FOR NEXT FISCAL YEAR WILL BE \$21,678

- B. 1. Next level of preservation will depend on approved Museum Strategic Plan.

2. Health Reference Institute collection development, supported by UMASS MED School - money goes to public libraries and the collection is allocated by the library for use jointly by school and public libraries.

3. Another Round of Public Library Construction is coming up - the library must complete its design plan, acquiring the services of a good architect and include library staff input.
- C. Chmn Redgrave attended town budget meeting; some suggestions were made by board members to facilitate the budget process but further discussion was deferred to a later board meeting.
5. Library needs a Volunteer Policy; draft will be submitted to the Board at its December meeting.
6. November 14, 1995
7. Board adjourned at 9:35 PM