Hubbard Memorial Library
Board of Trustees
Minutes, June 3, 2019

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Attendees: Chris Davis, Robert Mishol, Garett Day, Patrick McGowan
Meeting called to order at 4:30 P.M.
Minutes of the May 5, 2019 meeting were approved.

Director's Report
New Business

Grant Implementation
Grant programming is going well
Patrons have begun the process of creating a commercial using grant technology to help market the Summer Reading Program.
ARIS FY 20 starts July 1st.
Pat will be attending an ARIS seminar on 6/5/19.
Votes on the Equipment Use Agreement and the Policies were deferred, pending modifications.
All staff attended Harassment Training at the Town Offices.
It was recommended to the staff to leave the library in pairs for safety reasons.
Pat attended a Baker & Taylor Collect software webinar showing the new State Aid software.
Pat is accepting bids for the upcoming FY 20 janitorial contract.
Mobile hotspots should be purchased in late June.
Pat purchased a new sump pump to replace the one that died.
Advantage Preservation contacted Pat offering an opportunity to start with the initial stages of of a digitization project in the Fall.
Free yearbook scanning available through a company called OCI.
Pat may apply for a historic preservation grant.

Old Business

HVAC bid- quote has been placed on a State bid list with a due date of June 4th.
Parking lot addition should take place next year.

An Executive Session was held from 4:00 P.M. to 4:30 P.M.

A July 2019 meeting date/time is to be determined.

Respectfully submitted by

Robert Mishol, Secretary