

Hamilton Memorial Library  
Meeting Minutes  
Feb 16, 2022  
COA Room

**Present:**

*Board Members:* Karen Savoy, Mary Ann Pease, Linda Koske, Lucia Browne  
*Guest:* Jane Sutton

The *Secretary's Report* from Jan. 13 was read and accepted.

The *Treasurer's Report* was presented by Mary Ann and discussed. The report includes balances from all accounts. The Salary account (\$18,363.25) and the Expense account (\$8,268.67) both need to be spent by the end of the fiscal year. Building Repair payments to date total \$20,225 and does not include the final moving day last week.

The Treasurer's Report was accepted as written.

**Old Business:**

*The furniture* (Bert Hill Movers) and the books (Sitterly Movers) have all been returned into the Library. Some books will need further filing and organizing.

*Mold Update:* Last week, the Main Library and the Closet area both tested within normal range and no additional remediation was recommended at this time. However, after returning the books, HCDC would like to "fog"/ treat the areas again and then retest to be sure the books aren't contaminated. They are also buying 2 new air purifiers for the Library (one for the closet and one for the main room). Karen, Lucia and Linda met with the salesman to learn how to set up the new machines and how to maintain/ clean them. They are operating daily and were started the same afternoon the books were moved in. Once/ month the filters need to be washed / vacuumed. The ionization plate on the inside needs to be replaced every 3 years. The sanitation mode ("away mode") gets set and run at night when no one is in the Library.

*Librarian Search* The closing date for applications is Feb 20. We have 2 final candidates to be interviewed. Karen will set up interviews for Wed 23rd and Thurs March 3. Lucia will type up the questions.

*Trustees:* There have been 3-4 people who have shown interest in either trustees or “friends of the Library”. Jane Sutton will replace Mary Ann Sullivan as trustee. Her term is up this Spring. Between now and the election, she will write a letter of intent to the Selectboard so that she can be appointed. She can then take out nomination papers and her name will appear on the ballot as well as Karen, who is running for reelection. (2019-2022) That will leave us with one opening for an interested person to replace Terry (2020-2023).

**New Business:**

We discussed who will maintain the new air purifiers and keep the proper settings up to date. It will be discussed with the new Director after they are hired. It’s possible the person hired to clean the bathroom and vacuum could do it. That job will be offered first to the assistant before advertising for a separate cleaning person. The assistant will receive minimum wage or \$14.25 (x9 hrs) and the Library Director will receive \$16.50 (x 19 hrs.)

We approved the purchase of another floor matt identical to the one we just got and a new dustbuster to help clean air filters. Mary Ann offered to purchase them.

Respectfully Submitted,  
Lucia Browne, Secretary