

**Minutes of Waterboro Public Library Board of Trustees
Meeting : January 27, 2005**

Minutes submitted by acting secretary Brenda Pinette, typed by Brigit McCallum

Present: Dee Barker, Brenda Pinette, Brigit McCallum, Jack Seery, Tom Cyr, and Librarian, Ruth Blake

Absent: Sherri Johnson.

Secretaries report. Dee moved the minutes be accepted. Brenda second. Approved 5-0.

Financial report: Ruth gave us the budget print-out from Sue Ellen, Town Treasurer. From now on Ruth will share only page one of the monthly report of revenues and expenses. She has received a statement from Biddeford Savings on the CD account interest of \$40 from the Downs fund for adult literature.

Librarian Report given

Building Committee Report: A three acre plot is being pursued. Steve Chamberlain is creating a list of experienced local architects to approach for a design.

Friends: The 501.C3 application has been mailed, but it will be about three-four months before it receives final approval.

Old Business:

1. **Adult Programming Sub Committee:** Brigit and Dee: A program on Avoiding Scams and Frauds will be offered by the library on March 30. Other programs or workshops will be arranged by the committee and a list published within the next month.
2. **Web site Sub Committee:** Tom shared a draft graph depicting the elements of a reconstructed website. A major goal is for the home page to be dynamic with both text and images reflecting local activities. Tom, Ruth, and Brigit will meet again on 2/1 at 6:30 at the library to continue the planning process. It is hoped to soon have Molly's areas of maintenance clarified in the new setup and other site areas assigned to various staff and volunteers.
3. **Books for soldiers** – Sherri: Sherri is in the process of contacting the Friends to discuss the financial aspects of such a process.

New Business:

1. Tom presented a draft five-year capitol expense plan. Tom will make edits. Vote to approve edits and have Tom submit the plan to the Town. Moved: Jack, seconded Dee. Voted 5-0
2. Discussed the development of a Capitol Campaign to be launched at the time we have a site and a design drawing. Tom will present this to the Building Committee. Jack suggested that a meeting be held including the Friends, the Building Committee and the Trustees to make decisions about capitol fundraising. Each of the other groups can decide if they agree to this.

Next meeting – 2-24-05 at 6:30