DRAFT - Minutes of the Haskell Free Library & Opera House
Board of Trustees
Wednesday, December 19, 2014

Present: Claire Roberts, Frances Bonenfant, Tom Adams, Ross Murray, Patricia Hunt, Lynn Leimer, Nancy Rumery

1. Call to order: 6:30 p.m.

2. November minutes: Adopted as presented, moved and seconded. All in favor.

3. Opera House report

A) OH doesn't need to worry about painting. Rather this is part of general upkeep.
B) Thermostat can wait to spring. Lynn will talk to Rick.
C) Elevator will need to be ready for April. Nancy will look at the invoice to see when the technician usually comes.
D) Re curtains: Lynn is looking at fireproof material that won't ever need to be replaced. Robert the Rigger says this is the way to go. Less weight also, which means less stress on the rigging. Have supplier, Rose Brand, which can make them $1850 or sell the cloth $1202 for Lisa Foster to make. Talking to Lisa for a price now. Back curtain will be slide open. Lynn is applying for a grant to cover this.
E) Re vintage backdrops and sets: Matthew would like to see them used more. Lynn explains that the ballroom and barn sets are archived and hanging but difficult to retrieve and assemble. $150 charge to use them. It takes 6 people to set them up, Lynn explained, because of the rigid backing that was put on them. The city scene and forest are available more easily, as well as two backdrops.
F) Re William Boudreau: A granite plaque or something more substantial will be installed in recognition of his generous contributions. Lynn will research the plaques at Linda Lee Monograms and let us know what she finds.
G) A cleaning person needed. Claire spoke to Diane, who would like to have this person also do the flowerbeds. 3-5 hours a week. Diane should train. Lynn will ask someone she knows who enjoys the gardening piece, not the cleaning. Claire will advertise for the cleaning position only.

4. Library report

A) Re surveys: These are done for the Vermont Department of Libraries regarding technology use and training, with an aim to acquire grants for upgrading technology Vermont-wide.
B) Re E-library: Discussion of need for promotion. Nancy feels the current staff is not entirely comfortable with the technology.
C) Professional lighting, designer. Nothing new.

5. Financial Report

Moved and seconded as presented. All in favor.

6. Old business

A) The fundraising letter has raised about $7000 so far. In total last year, the amount raised was about $10,000 by February.
B) Alarm system: Tom spoke to the company about continued calls for low battery, despite having phoned prior, sent a letter, etc. The company said it was noted. Meanwhile, Tom has contacted two alarm companies for quotes, both of which stood up Tom and Nancy.
C) Insulation: hopefully Monday.

D) Mosaic floor: to be continued
E) Matthew reports that Compton-Stanstead MP Jean Rousseau has used most of his budget for advertising but will look into an ad for our website again in January
F) Budget 2014-15: To cover staff raises, suggest raising payroll to $123,000, with an overall projected loss of $52,500. Raises for salaries as discussed. Moved, seconded to adopte the budget as amended. All in favor.

7. New business
A) Trustee vacancy: Claire reports that Buzz Roy will not be returning to the board. She has found a replacement, Carol Power, recently retired from nursing. We will need someone to replace Claire as well, as her three terms are up. She suggests Anne-Marie Buschel.
B) Mileage rate: Claire proposes change to 35 cent/mile from 50 cent/mile to reflect lower price of gas. But the general consensus is that the rate didn't go up when gas went up, so it shouldn't come down when gas is down. Decision: Leave as is.
C) Vests for staff: Motion tabled to offer Haskell vest to staff members who want one, though not mandatory to wear. No second. Motion dies.

8. Adjourned 8:41 p.m.

Next meeting January 15, 2015 Start Time: 6:00 p.m. (presentation by Mark Frederick, CFSG)

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Ross Murray, Secretary