

**James E. Nichols Memorial Library  
Board of Trustees Meeting**

**~~-Approved 1/27/2020-~~**

**January 17, 2020**

Minutes

**Call to Order:** Meeting called to order at 9:32am. Present: Chairperson Annette Nichols, Treasurer Sarah Heath, Bette Miller, Shannon Whalen (until 9:55am), Karen Ponton (Alternate-Voting); Absent: Susan Gurney

- I. **Proposed Town Warrant Article:** The Trustees discussed at length whether to propose a Special Warrant to see if the Town would establish an expendable trust fund (ETF) to address water damage issues identified in the *Building Conditions Assessment Report*, dated 2/27/2019. Some of the points discussed included: ETF name, purpose, agents to administer the ETF, Town responsibility for buildings it owns, timing, developing Selectmen and community support, and use of existing *Municipal Buildings Repairs & Maintenance ETF*. Consensus was not to pursue an ETF at this year's Town Meeting. S. Whalen noted that the *Building Conditions Assessment Report* was not discussed at the 2019 Town Meeting, as it had just been released. A. Nichols will include information about the *Report* in the 2019 Library Annual Report and talk about it at this year's Town Meeting, plus the need to plan for funding in the future. She will also talk with Select Board chairperson Harry Viens about whether sufficient monies are available in the *Buildings Repairs & Maintenance ETF* to cover some Library repairs this year (for example, gutters) or if additional funds may need to be added to this ETF in the proposed 2020 Town Budget.

Town Budget hearings are scheduled for Saturday, January 25 at 9:00am and Wednesday, February 5 at 7:00pm. Treasurer S. Heath will be attending; other Trustees are welcome to join her.

- II. **Adjournment:** Motion by K. Ponton, seconded by B. Miller to adjourn at 10:09am. Passed unanimously.

Respectfully submitted,

Karen Ponton, Secretary pro-tempore