

Minutes

Library Board of Trustees Finance and Facilities Committee Meeting

September 27, 2016

Present: Melissa Hodek, Chair, Mary Lightbody, Jack Shinnock, Don Barlow, Executive Director, Dan Griscom, Fiscal Officer.

- Ms. Hodek called the meeting to order at 5:07 p.m.
- Minutes from the August 23, 2016 meeting were approved.
- The committee discussed the following items:
 - Capital Budget – Dan will fill in more information and bring a revised copy to the next meeting.
 - Emergency Management Plan- The draft document was discussed and further edits were made.
 - Status of Fiscal Officer’s 2016 Goals – Dan presented an update. The Committee asked Dan to bring his review of his 2016 accomplishments and proposed 2017 goals to the October meeting.
- The next meeting was scheduled for October 26, 2016 at 5:00 p.m. in the Board Room. Agenda items will include a review of the Capital Budget, the Emergency Management Plan, and Dan’s 2016 accomplishments and 2017 goals.
- The meeting was adjourned at 6:41 p.m.

Minutes submitted by: Dan Griscom