

Minutes

Library Board of Trustees Finance and Facilities Committee Meeting

March 21, 2017

Present: Melissa Hodek, Chair, Mary Lightbody, Shawn Smith, Don Barlow, Executive Director, Dan Griscom, Fiscal Officer and Katrina Plourde, HR Manager.

- Ms. Hodek called the meeting to order at 6:33 p.m.
- Minutes from the February 13, 2017 meeting were approved.
- The committee discussed the following items:
 - Emergency Management Plan – Katrina and the committee members reviewed the draft and made further edits.
 - Quarterly Update on Fiscal Officer's 2017 Goals
 - Review of Annual Appropriations (Permanent Budget) for March 28 Board agenda
- The next meeting was scheduled for Tuesday, April 25, 2017 at 5:30 p.m.
- The meeting was adjourned at 7:42 p.m.

Minutes submitted by: Dan Griscom