Meeting Minutes
May 16, 2016

Trustees Attending: Marc Wilson, Douglas Mansfield, Jim Clark, Donald Petterson, John Hayes
From the Library: Betsy Solon

The Meeting was called to order by Doug at 6:05 PM.

Discussion ensued concerning changes to the April 18 minutes. A Motion to accept minutes as amended was made by Doug, seconded by Don, and passed.

Treasurer’s Report: Don presented specifics of the monthly report noting that the budget is on track.

Director’s Report: Betsy presented the Director’s Report for May 16. Betsy will attend the NHLTA conference. MEB will remain open on May 20 and not close as previously scheduled. Carpets were cleaned May 14. Tarps are on basement to protect from increased traffic. Doug suggested taping down tarps to prevent tripping. Betsy will complete taping. Betsy noted that a plant sale is planned for Saturday, May 20 and Betsy will assist with organization of sale. Betsy presented some issues concerning the parking for this year’s Arkell Community 5K. Doug recommended sending a letter next year to organizers of the Run suggesting arrangements for parking. Betsy reported on the plans for the summer program including the “Eyes on Owls” program, which is rescheduled.

Old Business: Select board approved selection for alternates. Alternate Trustees need to go to Town offices to sign.

New Business: Defibrillator equipment for the Library. The Brentwood Town Safety Committee wants to put defibrillators in library. Money for the purchase will come from Impact Fees. Betsy presented details concerning equipment replacement and staff training. Marc noted concern for the yearly cost and need for training. Betsy will contact Town office for further information. Doug suggested that the cost should have specific parameters for town. Discussion ensued concerning training, need and liability using the defibrillator. Marc suggested that we should buy the defibrillator. Staff training for CPR was discussed. Discussion ensued concerning coordinating the purchase and support for the equipment and training with the Brentwood Selectmen. Betsy suggests adding $200 to the 2017 equipment budget. Don made a motion to use the Impact funds to buy defibrillator subject to clarification for training and maintenance costs as approved by the Chair of the Trustees. Seconded by Jim and unanimously passed.

Discussion of Emergency and Emergency Situation Procedures and Fire Emergency Procedures ensued. Betsy will add suggested corrections and edit for the next meeting.

Marc discussed summer meeting schedule. Further discussion scheduled for June meeting.

A Motion to adjourn was made by Marc and seconded by Doug; meeting closed at 7:10 PM.

Respectfully submitted by John Hayes.

Next Meeting: Monday June 20, 2016 at 6:00 pm