

**FLINT MEMORIAL LIBRARY TRUSTEES  
MINUTES  
December 13, 2023**

Meeting called to order at 7:07pm

**Attendees:**

Sharon Kelleher, Library Director

Kathryn Geoffrion Scannell, Margot Schomp, Heather Sievers, Maxine MacPherson

**Approval of Minutes of November 8th**

Delayed as we do not have a quorum.

**Director's Report**

Poop Museum was a hit!

Fun new activity: Dec. 21 cozy reading, an Icelandic tradition of trading books and chocolate and reading.

**DPW Update from Sharon Kelleher:**

- 1) Fire Alarm System Replacement - We are near completion of the project with punch list items remaining. This includes patching and painting.
- 2) Surveillance System Replacement – The project has been completed. The project included all new cameras and software upgrades.
- 3) Access Control – The building is in the process of being retrofitted with access control to exterior doors, elevator and basement hallway entrance. The project is anticipated to be completed in January.
- 4) Exterior Wood Stair Landings – All landings have been repaired, primed and painted.
- 5) Exterior Sidewalks – The Exterior sidewalks around the library have been reconditioned to remove any trip hazards.
- 6) 1<sup>st</sup> Floor Reference Desk Area – The project is near completion with the installation of office furniture, electrical and IT needs.
- 7) Fire Suppression System Testing – Upgrades to the system are being made, in addition to State Certification of the stand pipe.
- 8) Lighting Upgrades – We are in the process of upgrading lighting fixtures located on the first floor and front entry.
- 9) Mansard Roof Window Repairs- The project has started. The project includes replacing all compromised trim around all mansard Roof windows.
- 10) Side Entrance Railings- The project consists of installing new handrails to the side entrance of the library. The new railings will match the existing handrails of the building.
- 11) Interior Painting – We are in the process of patching ,repairing any painting throughout the building.

**Friends Liaison Report**

Successful book sale  
Raffle fundraiser - looking for helpers

**Old Business**

Activity room policy update: The town manager would like alignment between departments and add the clause "In accordance with select board 7.11" regarding scheduling to the policy. As the meeting does not have a quorum, we can't discuss it until next month.

Rights and Responsibilities Final Draft: More revisions needed. Suggestion to exclude items that are covered under state and federal law.

**New Business:** Select board member Mrs. Maniupelli approved a new trustee member Mariska Connell. She'll be attending next meeting

Set Date for Next Meeting: Jan. 17 at 7pm (hybrid)

Meeting adjourned at 8:48pm

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Margot Schomp". The signature is fluid and cursive, with the first name being the most prominent.

Margot Schomp