

them to do the work and will keep Ann included. We want the work done before June 30th to have it paid in this fiscal year.

The oil tank needs to be replaced – it was put in back in 1960 and won't pass inspection. The AST Removal Grant form we were sent was for a residential address, so we need to get a form for businesses. Ann called to say we couldn't use the grant form because it was for Residential. The man will call Ann back to give an estimate and let her know about the grant form for Business.

Meghan distributed a printed copy of suggested policies to Marvina & Ann to look over and discuss at the next meeting. Kim & Sarah have received these draft policy suggestions via email. We will discuss at the next meeting.

Kim has taken care of the gift cards for Jim & Roberta. They have been sent with cards. Meghan will find out if Kim has Jim's address and pass it along to the Friends group.

A correction to Ann's address on the contact form is needed. It is 124 Circle Street.

New business:

The last time the library was re-keyed was 1997. The only people who should have keys are the Trustees, Librarian, Staff and Fire Department. Ann will call the local locksmith to get an estimate for the front and side doors along with the storage room and Friends closet. We will discuss next month.

Meghan donated 100 new library cards that are in the format of business cards.

The storm window that is by the stairs is broken and has exposed glass. We need to get it replaced. We need to check with the 3 hardware stores in the area. Meghan will check with Kim on the next best step.

Fran completed the painting of the table in the children's area. Sarah will send a thank you card.

The next meeting is May 12, 2016 at 6:00 PM.

Meghan made a motion to adjourn; seconded by Ann. So moved. Meeting adjourned at 7:18pm.

Respectfully submitted,
Meghan Davis, Assistant Treasurer