**JOSIAH CARPENTER LIBRARY TRUSTEE MEETING**

**MINUTES July 21, 2021**

**Present:**  Sandra Adams, Chairperson; AnneMarie Chapman, Secretary; Leslie Schuster, Treasurer, Leslie Vogt, Library Director; Melissa Babcock.

**Meeting Convened:**  4:30 p.m.

**Acceptance of Minutes:** The June 16, 2021, minutes were reviewed and a motion to accept was made and seconded. (AnneMarie/Leslie S.). Motion carried.

**Old Business:**

**Friends of JC Library** – The Friends are working on the Books for Babies program.

**Library logo –** After minor adjustments were suggested, the trustees decided on three logos for the public to choose from.

**Acceptance of Town Trustee of Trust Fund Investment policy –** A motion to remove the library's Debit Card,Store Credit & Credit Line Account Purchasing Policy and accept the Town of Pittsfield's Financial Policy was made and seconded. (Leslie S./AnneMarie) A motion was made to remove the library's Investment Policy and accept the town of Pittsfield's Special Funds Investment policy. Based upon the acceptance of this policy, the trustees shall transfer the fiduciary responsibility of the Trust Funds CD and the Trust Funds Money Market Accounts to the Town of Pittsfield Trustees of Trust Funds.(Sandra/Leslie S.)

**Updates on barn razing** – The trustees received an estimate to demolish the barn from J. Parker & Daughters Construction. Sandra was informed by the Select Board that the monies to raze barn would have to come from warrant article. Either Sandra or Select Board will contact Mr. Parker to see if his demolition bid will hold until town election time.

**Library step repair** – The trustees signed a card for Dan Schroth and his crew for all his hard work repairing the front steps of the library. We agreed on a cash gift to put inside the card.

**Reports:**

**Director's Report** – Leslie V. presented the Director's Report.

**Financial Report** – Leslie V. presented the Financial Report that was received from Cara Marston, Town Administrator. All looked well with the Expenses & Encumbrances Sheet and the Revenue Sheet. A motion was made and seconded to accept the Director's and Financial Reports (AnneMarie/Leslie S.).

**Adjournment:** Moved and seconded at 4:59 p.m.(AnneMarie/Leslie S.)

**Next Trustees Board Meeting: Wednesday, August 18 , 2021, at 5p.m.**