5:30PM ATTENDANCE: Lynn Piotrowicz (Library Director), Patti Osgood (5:45), John Capuco, Deb Kreutzer, Anne Crotti, Sylvia Lennox (Friends Chair) Absent-Angelica Ladd

ITEM 1 Public Forum - None

ITEM 2 Minutes of Meeting: January 7, 2020
MOVE TO ACCEPT: Anne Crotti SECONDED BY: Deb Kreutzer VOTE: 3-0

Minutes of Meeting: February 12, 2020
MOVE TO ACCEPT: Deb Kreutzer SECONDED BY: Anne Crotti VOTE: 3-0

Minutes of Meeting: February 18, 2020
MOVE TO ACCEPT: John Capuco SECONDED BY: Deb Kreutzer VOTE: 3-0

ITEM 3 Treasurer's Report
a) Y-T-D Summary & Monthly Expenditure Manifest (Including update on Building Design Fees)
MOVE TO ACCEPT: John Capuco SECONDED BY: Anne Crotti VOTE: 3-0
TREASURER RECORDS VOTE AND SIGNS MONTHLY MANIFEST – Deb Kreutzer

b) Personnel Timesheet Review
TREASURER REVIEWS TIMESHEETS-Deb Kreutzer

TREASURER SIGNS TIMESHEETS-Deb Kreutzer

c) Monies to Be Accepted - None

ITEM 4 Final 2020 Budget Deliberation - Reviewed Operating Budget - Discussion on 2020 Warrant Articles and determining procedure for Town Meeting.

ITEM 5 Set Future Meeting Dates: April 14, 2020 5:30PM

ITEM 6 Brief Director’s Update - Review of and discussion concerning policy on illness and/or pandemic prevention and preparedness - Many procedures already in place. Trustees will review document and re-visit.

ITEM 7 Meet with SMP & Milestone regarding project presentation
6:00PM ATTENDANCE: Frank Lemay and Brian Gehris - Milestone Construction
Anthony Mento and Jason LaCombe - SMP

SMP brought forth next design development documents
Milestone detailed last round of budgeting
Discussion of March 3 presentation and status of 2020 Warrant Articles for the project.

6:50PM MOVE TO ADJOURN BY: Deb Kreutzer SECONDED BY: Anne Crotti VOTE: 4-0
NAME OF RECORDING SECRETARY: Anne Crotti