

- 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