

Topsfield Town Library Board of Trustees Meeting
Monday, December 16, 2019 4:30 p.m.
The Meeting Room

Present: Trustees— Gail Bryson, Olivia Gatti, Kathy Hartmann, Abigail Jackson, Ken Scott
Absent: Janet Kmetz
Library Director: Laura Zalewski

AGENDA

Gail Bryson called the meeting to order at 4:30 p.m.

Business:

Laura Zalewski went over the proposed FY 2021 operating budget, explained reasons for increases and decreases for each line item, and went over the attached support sheets.

Ken Scott made a motion to accept the budget as presented. Olivia Gatti seconded. Motion approved.

Laura Zalewski explained the upcoming need to convert light fixtures. Laura Zalewski will call National Grid to see if they can do a free evaluation.

The new FinCom liaison is Karen Duval, who contacted Laura Zalewski to set up a meeting to go over the Capital items. Gail Bryson and Kathy Hartmann, who is the FinCom liaison, will also try to attend.

Meeting Adjourned: Ken Scott made a motion to adjourn, seconded by Olivia Gatti. Gail Bryson adjourned the meeting at 5:15 PM.

Respectfully submitted,
Kathryn Hartmann

List of Documents:

- 2021 Operating Expenses Budget Form
- 2021 Library Budget Request with Support Information attachments