



Minutes

Board of Library Trustees

November 1, 2018

Attending- Ellen Winkler, Tript Sembhi, , Alyce Deveau,

Alyce gave Ellen Winkler a copy of the Swampscott Library Investment Trust tax return which was prepared by Attorney Thomas Millet.

The Trustees viewed the return, and Alyce sent it along to the lawyer. Ellen and Tript and Alyce then began to view some RFQ's from libraries for a library planner.

They viewed the copies that they had and took notes about them.

Alyce said that she would search in the vault to see if there was a copy of the Needs and Assessment that was done prior to the 1997 renovation.

The trustees agreed to meet on Wednesday, November 14th to draft an RFQ for the programmer.

The meeting adjourned at 8:00 pm

Respectfully submitted,

Alyce Deveau