

# Wiggin Memorial Library - Stratham, NH

## Minutes of the Board of Trustees Meeting Thursday, March 15, 2012

A regularly scheduled meeting of the Board of Trustees took place Thursday, March 15, 2012 at the Wiggin Memorial Library. Bruce Cotter called the meeting to order at 7:02 p.m.

The following persons were in attendance: Chairperson and Trustee Bruce Cotter; Secretary and Trustee Eileen Bischoff; Treasurer and Trustee Vic Collinino; Trustees Murray Segal and Dree Sherry; Alternate Trustees Connie Aubin-Adams, Lee Beauregard and Vicki Marbacher; Trustee Emeritus Craig Wark; and Library Director Lesley Kimball.

### I. Guests, Welcomes and Announcements

No guests were present. Bruce Cotter made several announcements:

- Thanks go out to outgoing Trustees Vic Collinino and Dree Sherry for all their hard work and support during their terms as Trustees. They will be missed. The Wiggin Memorial Library is fortunate to have Trustees and Staff that work so well together.
- Congratulations go out to Connie Aubin-Adams and Lee Beauregard on their election to the Wiggin Memorial Library Board of Trustees.
- Congratulations to Jan Streelman who was named Children's Librarian of the Year by the New Hampshire Library Association.
- A thank you note was received from the Parker Arizona Public Library for the \$100.00 donation approved at the November 2011 Trustees meeting.

### II. Action Items

**Minutes:** The minutes of the February 2012 meeting were reviewed. Connie Aubin-Adams motioned to accept the minutes. Motion was seconded by Dree Sherry. All members were in favor and the February 2012 minutes were approved.

**Accept Donations Received:** No donations were received since the last meeting.

### III. Old Business

**100th Anniversary Celebration:** Lesley Kimball updated the board on the progress of plans for the celebration, including plans for activities, programs and entertainment. Lee Beauregard and Eileen Bischoff agreed to be trained for the Stratham Voices Project. The next meeting will be held at the library on Monday, March 26th at 5:30 p.m.

**Spring Book Sale:** The Spring Book Sale and Bake Sale/Raffle will be held Friday, April 13 from 10-7 and Saturday, April 14 from 9-1. Vicki Marbacher advised she is in need of plastic bags for the sale. A signup sheet for sale coverage was circulated.

### IV. New Business

**Election of Officers: The following nominations were made:**

Chair: Bruce Cotter - nominated by L. Beauregard, seconded by C. Aubin-Adams  
Treasurer: Connie Aubin-Adams - nominated by E. Bischoff, seconded by B. Cotter  
Secretary: Eileen Bischoff - nominated by B. Cotter, seconded by L. Beauregard.

**The following slate of officers was proposed for this year:**

Chair - Bruce Cotter

Treasurer - Connie Aubin-Adams

Secretary - Eileen Bischoff

Vic Collinino motioned to accept the slate of officers. Motion was seconded by Connie Aubin-Adams. All members were in favor and the slate of officers was approved.

**Trustee By-Laws:** Review began on updating the Wiggin Memorial Library Trustee By-Laws. Proposed changes include:

- I(E) - oath of office to be taken within 14 days of assuming responsibilities
- I(F) - election of officers to be held at 1st meeting following election
- II(B) - public statements concerning the library will be made by the Chair, the Library Director or the Board as a whole.
- III - Reword to show the library will pay for memberships to the NHLTA and the NHLA and that Trustees are encouraged to attend educational sessions offered by both organizations
- V(C) - Delete
- V(D) - change maintenance to management
- VI - The budget will be presented to the Town Board of Selectmen and their Budget Advisory Committee, in the format requested by the Town Administrator.
- VII - Delete
- VIII - add 'as needed' to end of clause
- All references to Chairman will be changed to Chair
- All references to Clerk will be changed to Secretary

Lesley Kimball will incorporate these changes and e-mail a revised draft for review.

**V. Reports and FYI's**

The Treasurer's Report was reviewed and accepted.

The Director's Report was reviewed and accepted.

Fundraising efforts were discussed.

**VI. Executive (Non-Public) Session**

Bruce Cotter called the Board into Executive Session at 8:28 p.m. A specific personnel matter was discussed. The board then entered into discussion about sick day policy and the town carryover policy as well as the sick bank. Executive Session was concluded at 8:30 p.m.

**VII. Next Meeting**

The next meeting of the Wiggin Memorial Library Board of Trustees will be Tuesday, April 10, 2012 at 7:00 p.m. The March 2012 meeting adjourned at 8:46 p.m.

Respectfully submitted,

Eileen Bischoff

Secretary and Trustee