

Wiggin Memorial Library - Stratham, NH

Minutes of the Board of Trustees Meeting Tuesday, July 10, 2012

A regularly scheduled meeting of the Board of Trustees took place Tuesday, July 10, 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; Treasurer and Trustee Connie Aubin-Adams; Secretary and Trustee Eileen Bischoff; Trustees Lee Beauregard and Murray Segal; Alternate Trustees Vicki Marbacher and Penny O'Sullivan; Friends of the Library President Nancy Hunter and Library Director Lesley Kimball. Not present were Alternate Trustee Terry Reardon-Pollini and Trustee Emeritus Craig Wark.

Due to the new library hours the Trustees meetings will begin at 6:30 p.m. so that members can arrive while the library is still open.

I. Guests and Welcomes

The Trustees welcomed Nancy Hunter, the new president of the Friends of the Library.

II. Action Items

Minutes: The minutes of the June 2012 meeting were reviewed. Lee Beauregard motioned to accept the minutes. Motion was seconded by Vicki Marbacher. All members were in favor and the June 2012 minutes were approved.

Accept Donations Received: Lesley Kimball noted that several donations were received honoring the memory of former patrons. Murray Segal motioned to accept these and all other donations received since the June 2012 meeting. Motion was seconded by Eileen Bischoff. All members were in favor and the motion was approved.

III. Old Business

100th Anniversary Celebration: Lesley Kimball updated the Trustees on the plans for the anniversary celebration and reviewed the assignments for Trustees, Friends and volunteers. The next meeting of the 100th Anniversary Committee will be Thursday, July 12, 2012 at 5:00 p.m.

Bank Review: Connie Aubin-Adams updated the board on the bank review. Further information will be available at the next meeting.

Response to Law Enforcement Policy: The draft of the Response to Law Enforcement Policy was reviewed, several items were discussed. Murray Segal motioned to strike the words "in proper form" from paragraph 2 in the introduction. Motion was seconded by Connie Aubin-Adams. Not all members were in favor but the motion was approved. A question was raised about patron records of e-books downloaded from Amazon. While Amazon keeps records of downloads the library has no access to their records. Lesley Kimball will make revisions for the next meeting.

Social Media Policy: Lee Beauregard presented the initial draft of this policy. Two main objectives concern why Social Media is important and how to determine what is appropriate or inappropriate. Questions raised included the necessity of adding phrasing about postings by staff, and whether guidelines for staff procedures should be added to

this policy or to the existing staff procedures. Lee Beauregard will revise the initial draft where necessary and it will be reviewed at the next meeting. The Trustees thank Lee for his work in developing this policy.

Mural: The Board of Selectmen are questioning some aspects of the design for the mural planned for the outside front wall of the library. Due to these delays, the mural has been indefinitely postponed. The Board hopes the original donor for the mural may want to sponsor some smaller indoor wall murals. While discussing the front wall, Lesley Kimball updated the Board on what would be necessary to install stone at the base of the wall to help with splashing.

IV. New Business

Staff/Volunteer Appreciation Event: Bruce and Betsy Cotter have again generously offered to host this event. The theme this year is a chili fest. Further information and confirmation of date will be available at the August meeting.

V. Reports and FYI's

- Bruce Cotter discussed information given at the recent NHLTA Conference that stated Library Directors were not hired at will but by contract. Bruce will continue to update the board on this matter as it is contrary to our operating procedure.
- Nancy Hunter updated the Board on the Friend's of the Library. They will continue to support the Trustees, volunteer time for library functions and continue to hold bake sales in conjunction with the library book sales. The Trustees thank the Friend's for their continuing support and invaluable assistance.
- The Treasurer's report was reviewed and accepted.
- Fundraising efforts were discussed. Eileen Bischoff gave an update on the wine raffle. Connie Aubin-Adams and Vicki Marbacher will have Wiggin Bars to sell at the 100th Anniversary Celebration. The Craft Fair will be held October 20th. The application, fees and size of craft fair will be the same as last year, Bruce Cotter has been in contact with Lori Morse. Connie Aubin-Adams and Eileen Bischoff advised they will help where necessary.
- The Director's Report was reviewed and accepted. Special note was made that the adult and children summer reading programs are off to a good start. Teen activities will begin this week.

VI. Executive (Non-Public) Session

There was no Executive (Non-Public) Session.

VII. Next Meeting and Adjournment

The next meeting of the Wiggin Memorial Library Board of Trustees will be Tuesday, August 14, 2012 at 6:30 p.m. Note the earlier start time. The July 2012 meeting adjourned at 8:37 p.m.

Respectfully submitted,

Eileen Bischoff
Secretary and Trustee