

# Wiggin Memorial Library - Stratham, NH

## Minutes of the Board of Trustees Meeting Tuesday, August 14, 2012

A regularly scheduled meeting of the Board of Trustees took place Tuesday, August 14, 2012 at the Wiggin Memorial Library. Bruce Cotter called the meeting to order at 6:35 p.m.

The following persons were in attendance: Chairperson and Trustee Bruce Cotter; Treasurer and Trustee Connie Aubin-Adams; Secretary and Trustee Eileen Bischoff; Trustee Murray Segal; Alternate Trustee Vicki Marbacher and Library Director Lesley Kimball. Not present were Trustee Lee Beauregard and Alternate Trustees Penny O'Sullivan and Terry Reardon Pollini.

### I. Guests and Welcomes

Bruce Cotter welcomed Donald Hatch, Alice Mansfield and Pam Dziama of the 100th Anniversary Celebration Committee to the meeting.

### II. Old Business

**100th Anniversary Celebration:** The July 14th celebration was a great success. A good crowd attended the main festivities at the current library, with 50-60 people visiting the old building as well. The wine raffles and Cat's Meow replicas brought in enough to cover the costs associated with the day. Thanks go out to the committee, volunteers, donors, performers and all who helped make the 100th Anniversary Celebration a success. Lesley Kimball will send thank you notes and a letter thanking all involved will be submitted to the newspaper.

**Bank Review:** No update at this time. Further information will be available for discussion at the September meeting.

**Social Media Policy:** Discussion of this new policy has been postponed until the September meeting.

**Staff/Volunteer Appreciation Event:** This year's appreciation lunch will be held Sunday, September 16th at the home of Bruce and Betsy Cotter. The theme is a chili fest. Bruce Cotter will e-mail a sign-up sheet to the Trustees, and Lesley Kimball will provide the number of attendees from the staff.

### III. Action Items

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

**Accept Donations Received:** Several donations, totaling \$1230, were received honoring the memory of Lesley Kimball's father as well as that of Trustee Emeritus Craig Wark. Eileen Bischoff motioned to accept these donations. Motion was seconded by Vicki Marbacher. All members were in favor and the motion was approved.

#### **IV. New Business**

**Director Evaluation:** The Director Evaluation Form and criteria were discussed. Hard copies were distributed and Lesley Kimball will also send the form electronically to the Trustees. Evaluations should be completed and returned to Bruce Cotter by September 1, 2012.

**Remembering Craig Wark:** It is sad to note the passing of Trustee Emeritus Craig Wark. He was a tireless supporter of the library and his presence will be missed. Murray Segal suggested the community meeting room be renamed Craig's Room to honor his memory and the Trustees were in agreement. Some of the memorial donations received in honor of Craig will be used to purchase a sound system for the room as well as a commemorative plaque. Bruce Cotter will prepare a write-up for the plaque and Craig's family will be invited for the presentation.

#### **V. Reports and FYI's**

- The Treasurer's Report was reviewed and accepted.
- Fundraising was discussed. As mentioned under old business, the wine raffles were a success, with over \$2500 raised after expenses. Thanks go out to all Trustees who bought and sold tickets, and to the wine committee for their efforts. The 2nd annual craft fair will be held October 20th. Bruce Cotter will e-mail further information.
- The Director's Report was reviewed and accepted. Special note was made of the new Freading e-book lending program. Also mentioned was the new event calendar/room reservation system which will be up and running soon. The Children's Room Summer Reading Program wrapped up on August 10th and the Teen Summer Program will end August 17th with a late night "lockdown" at the library. Museum pass usage was also discussed.

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

There was no Executive (Non-Public) Session.

#### **VII. Next Meeting and Adjournment**

Due to a conflict with the New Hampshire Primary Election Day, the next meeting of the Wiggin Memorial Library Board of Trustees will be Wednesday, September 12, 2012 at 6:30 p.m. The August 2012 meeting adjourned at 7:27 p.m.

Respectfully submitted,

Eileen Bischoff  
Secretary and Trustee