

Wiggin Memorial Library- Stratham, NH

Minutes of the Board of Trustees Meeting Tuesday, December 11, 2012

A regularly scheduled meeting of the Board of Trustees took place Tuesday, December 11, 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 Lee Beauregard; Alternate Trustees Vicki Marbacher and Terry Reardon Pollini; and Library Director Lesley Kimball. Not present were Trustee Murray Segal and Alternate Trustee Penny O'Sullivan. Terry Reardon Pollini served as Trustee in place of Murray Segal.

I. Guests and Welcomes

No guests were present.

II. Action Items

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

Accept Donations Received: A total of \$1378.99 in gifts was received since the October 2012 meeting. Lee Beauregard motioned to accept the donations. Motion was seconded by Connie Aubin-Adams. All members were in favor and the motion was approved.

III. Old Business

2013 Budget Presentation: Lesley Kimball provided a copy of the Budget Priorities Report developed for the presentation. Strategy for the January 2013 presentation to the Budget Committee was discussed.

Craig's Room: A draft of the write-up for the plaque, edited by Penny O'Sullivan was reviewed and all members approved the copy. Lesley Kimball will arrange for the plaque and will also purchase a sound system for the room. Dedication of Craig's Room is tentatively planned for February 2013 to coincide with Library Lover's Month.

Dickens Event: The Dickens Christmas Carol Event was held Friday, December 7th at the Stratham Community Church. In spite of the short notice it was successful with over 60 persons in attendance. After expenses of \$200 the event raised \$280.

Book Drive for NY/NJ Libraries: Due to Murray Segal's absence, discussion of the book drive is deferred to the January 2013 meeting.

IV. New Business

Sick Leave/Personnel Policy: Lesley Kimball provided a revised copy of the Wiggin Memorial Library Personnel Policy section dealing with sick leave. Changes have been made so the library policy matched the revised Town of Stratham policy regarding sick leave/short term disability. Full time employees accrue sick leave of 9 days per year and can accumulate sick leave up to a maximum of 28 days. Sick leave for part time employees is pro-rated. Lesley Kimball will make a few grammatical and typographical changes and the Trustees agreed to accept the revision with the changes discussed.

V. Reports and FYI's

- The Treasurer's Report was reviewed and accepted. Connie Aubin-Adams presented a recap of her bank review. After comparing proposals from The Provident Bank, Citizens Bank, Optima Bank and Trust and TD Bank, Connie advised that it financially makes no sense to change the library accounts from Peoples United Bank at this time.
- Fundraising efforts were reviewed. To date the various 2012 fundraisers have brought in approximately \$9500. All members of the board are to be congratulated for their efforts throughout the year.
- The Director's Report was reviewed and accepted. Special note was made of the upcoming Meditation Program with Dr. Ken George, the E-book Download sessions to be held in January and the Teens and Social Media Safety Program in January which is partnered with the Cooperative Middle School. The electronic people counter will be installed 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, January 8, 2013 at 6:30 p.m. Bruce Cotter thanked the board for all of the work done during 2012 and wished everyone a happy holiday season. The December 2012 meeting adjourned at 7:32 p.m.

Respectfully submitted,

Eileen M. Bischoff
Secretary and Trustee

