

# Wiggin Memorial Library - Stratham, NH

## Minutes of the Board of Trustees Meeting Tuesday, January 8, 2013

A regularly scheduled meeting of the Board of Trustees took place Tuesday, January 8, 2013 at the Wiggin Memorial Library. Bruce Cotter called the meeting to order at 6:38 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, Penny O'Sullivan and Terry Reardon Pollini; and Library Director Lesley Kimball. Not present was Trustee Murray Segal.

### I. Guests and Welcomes

No guests were present.

### II. Action Items

**Minutes:** The minutes of the December 2012 meeting were reviewed. Lee Beauregard motioned to accept the minutes. Motion was seconded by Connie Aubin-Adams. All members were in favor and the minutes were approved. It was noted an additional \$30 of Dickens Event ticket revenue from tickets sold at Water Street Bookstore should have been included in the total reported last month, bringing the total raised to \$310.

**Accept Donations Received:** Lesley Kimball reported the amount recorded so far from the Annual Appeal totals \$4,815. Eileen Bischoff motioned to accept the donations. Motion was seconded by Lee Beauregard. All members were in favor and the motion was approved.

### III. Old Business

**2013 Budget Presentation:** The library budget will be presented to the Budget Committee on Tuesday, January 15th. Strategy for the budget presentation was discussed. Lesley Kimball reviewed some presentation notes and statistics. Items of note included the pride people have in the library, the experience of the staff and presenting some usage figures on boards. As salary is the largest portion of the budget, the importance of an extended conversation with the Selectmen and Budget Committee was emphasized. Lesley Kimball will send out the most up to date budget material to the board prior to the presentation. Lesley, Bruce Cotter and Connie Aubin-Adams will meet Friday January 11th at 10:00 a.m.

**Craig's Room:** The plaque honoring Craig Wark was shown to the Trustees. The plaque will be hung inside the room with a smaller sign to be hung by the door in the hallway. Dedication of Craig's Room is planned for Saturday, February 9, 2013.

**Book Drive for NY/NJ Libraries:** Due to Murray Segal's absence, discussion of the book drive has been deferred to a later meeting.

**Director Vacation Buyout:** A decision was made to approve the buyout of Lesley Kimball's unused vacation days in accordance with the Town of Stratham's new personnel policy. A notice has been posted. Lee Beauregard motioned to approve the vacation day buyout. Motion was seconded by Connie Aubin-Adams. All members were in favor and the vacation buyout was approved.

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

**NHLTA Annual Meeting:** The NHLTA Annual Meeting will be held in May, date to be advised. Members are encouraged to attend.

**2013 Trustee Elections:** Eileen Bischoff will not be running for a second term. It is not known yet if Murray Segal will run for a second term or not. Alternate Trustees Vicki Marbacher and Penny O'Sullivan are willing to run for election for open seats on the board. Names of possible candidates for Alternate Trustees should be forwarded to Bruce Cotter. A Trustee Orientation will be scheduled after the election.

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

- A printed copy of the Treasurer's Report was not available. Connie Aubin-Adams reported that all appropriated funds were spent accordingly.
- There was no Fundraising Report however a workshop to plan fundraisers for 2013 will be scheduled for early February.
- There was no Director's Report available.

#### **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, February 12, 2013 at 6:30 p.m. The January 2013 meeting adjourned at 7:44 p.m.

Respectfully submitted,

Eileen M. Bischoff  
Secretary and Trustee