

Wiggin Memorial Library – Stratham, NH

Minutes of the Board of Trustees Meeting

Tuesday, November 12, 2013

A regularly scheduled meeting of the Board of Trustees took place Tuesday, November 12, 2013 at the Wiggin Memorial Library. Bruce Cotter called the meeting to order at 6:34 p.m.

The following persons were in attendance: Chairperson and Trustee Bruce Cotter Treasurer and Trustee Connie Aubin-Adams, Trustee Lee Beauregard, Secretary and Trustee Vicki Marbacher, Trustee Penny O'Sullivan, Alternate Trustee Steve Simons, Alternate Trustee Allison Knab, and Library Director Lesley Kimball. Not attending was Alternate Trustee Terry Reardon Pollini.

I. Guests, Welcomes and Announcements

No Guests were present and there were no announcements.

II. Action Items

a) Minutes: The October minutes were reviewed. Lee Beauregard motioned to accept the minutes. Connie Aubin-Adams seconded the motion. All members were in favor and the minutes were approved.

b) Accept Donations Received: Lesley Kimball announced that donations of \$836.00 were received. Vicki Marbacher motioned to accept the donations. Connie Aubin-Adams seconded the motion. All members were in favor and the donations were accepted.

III. Old Business

a) Strategic Plan – Photos: the photos were reviewed and Penny O'Sullivan volunteered to edit the photos and shoot more photos if needed.

b) Craft Fair: Bruce Cotter reported that the fair netted \$854.00.

c) Book Sale: Lee Beauregard reported sales of \$1716.00. Of this total almost \$200.00 was from the “special “ table.

d) Director's Review: Bruce Cotter compiled the results and the board reviewed the results and comments from the Trustees. Lesley Kimball will bring her comments to the December meeting.

IV. New Business

a) Budget: Lesley Kimball reviewed her draft of the budget. The selectmen have given a deadline of 12/15/2013 for submission of the budget. The selectman have requested staff evaluations. Bruce Cotter suggested that a paragraph outlining why each person deserves a raise be submitted.

V. Reports

a) Treasurer's report: it was reviewed and accepted.

b) Fundraising report: Lee Beauregard noted that the two most recent fundraisers had already been reviewed. Connie Aubin-Adams pointed out that candy bars past their “best used by” date are being promoted for baking. No more bars will be ordered.

c) Director's report : was reviewed and accepted. Lesley Kimball requested that the numerical statistics part of the report be compiled either quarterly or annually. The board agreed that quarterly would be acceptable, but Lesley will finish this year with monthly statistics.

VI. Executive Session(non public session)

There was no Executive(Non-public) session.

The next Trustee meeting will be held December 10, 2013 at 6:30 p.m. The November meeting of the Wiggin Memorial Library Board of Trustees was adjourned at 8:04p.m.

Respectfully submitted,

Vicki Marbacher
Secretary and Trustee