

## Wiggin Memorial Library – Stratham, NH

### Minutes of the Board of Trustees Meeting

Tuesday, December 10, 2013

A regularly scheduled meeting of the Board of Trustees took place Tuesday, December 10, 2013 at the Wiggin Memorial Library. Bruce Cotter called the meeting to order at 6:40 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, Alternate Trustee Steve Simons, Alternate Trustee Allison Knab, Alternate Trustee Terry Reardon Pollini and Library Director Lesley Kimball. Not attending was Trustee Penny O'Sullivan. Alternate Trustee Allison Knab will vote in place of Trustee Penny O'Sullivan.

#### 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. Allison Knab seconded the motion. All members were in favor and the minutes were approved.

**b) Accept Donations Received:** Lesley Kimball announced that donations of \$2490.00 were received. Connie Aubin-Adams motioned to accept the donations. Vicki Marbacher seconded the motion. All members were in favor and the donations were accepted. Leslie also informed the board that a bequest of \$5536.66 from Ellen McGrath will be forthcoming. As per regulations this donation will be published in the newspaper, before being accepted.

#### III. Old Business

**a) Budget:** Lesley Kimball reviewed her draft of the budget. Lee moved to accept the budget as presented with the understanding that all 2013 actual amounts will be adjusted. Connie Aubin-Adams seconded the motion. All were in favor.

**b) Strategic Plan – Photos:** Leslie Kimball and Penny O'Sullivan have started working on which photos to use in the plan and their placement.

#### IV. New Business

**a) Substitute Staffing:** Leslie reviewed for the board her plan to advertise and train substitute staff, since all previous substitutes are no longer available.

#### V. Reports

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

**b) Fundraising report:** Leslie Kimball noted that the annual appeal letters will be sent out. If there are new names to add to the list, please inform Leslie.

**c) Director's report :** was reviewed and accepted. Lesley Kimball noted that Hoopla will be launched soon as a library service. It will provide access to music, movies, TV and audiobooks. It has a very user friendly interface and will be available on the website or as an app.

#### VI. Executive Session(non public session)

There was no Executive(Non-public) session.

The next Trustee meeting will be held January 14, 2014 at 6:30 p.m. The December meeting of the

Wiggin Memorial Library Board of Trustees was adjourned at 7:33p.m.

Respectfully submitted,

Vicki Marbacher  
Secretary and Trustee