

## **Wiggin Memorial Library – Stratham, NH**

### **Minutes of the Board of Trustees Meeting Tuesday April 8, 2014**

A regularly scheduled meeting of the Board of Trustees took place Tuesday April 8, 2014 at the Wiggin Memorial Library. The meeting was called to order at 6:30 p.m.

The following persons were in attendance: Trustee Connie Aubin-Adams, Trustee Vicki Marbacher, Trustee Lee Beauregard , Alternate Trustee Steve Simons, Alternate Trustee Allison Knab and Library Director Lesley Kimball. Not in attendance was Trustee Terry Reardon Pollini. Steve Simons served in place of Trustee Terry Reardon Pollini and Alternate Trustee Allison Knab served in place of Trustee Penny O'Sullivan. Two guests were in attendance: former Chairperson and Trustee Bruce Cotter and Dick MacCallum. Trustee Penny O'Sullivan arrived after the start of the meeting.

#### **I. Guests, Welcomes and Announcements**

The guests were welcomed. Trustee Lee Beauregard read the following tribute:

Bruce Cotter, Chairperson  
Wiggin Board of Trustees

April 8, 2014

Dear Bruce,

Thank you for your service as the chairperson of Wiggin Memorial Library Board of Trustees for the last six years. You have been an outstanding role model for the rest of us that serve on the board. Throughout my service with you, I have impressed with your passion for our library, your understanding of its mission and your strong commitment to realizing it. You epitomize the best traits of an active, engaged and committed trustee.

In your leadership role, I have observed that you have a unique capacity to work effectively at a strategic level to create a vision for the library while you are also the first to sign up to do the detail work needed to get things done. A great example of your leadership is evidenced by our very successful capital fund raising program. You were one of the primary sources of energy behind it, building broad community support and involvement. At many of our fund raisers, like our semi-annual book fairs, you are one of the first to arrive and among the last to leave.

A prodigious collector of books, Bruce, you bring a level of energy and enthusiasm to the board that is downright infectious. I have thoroughly enjoyed your book sharing stories at the conclusion of our monthly trustee meetings and hope that you continue your involvement with the library.

Best wishes and many thanks for all your contributions,

Lee Beauregard

#### **II. Action Items**

a)Elections:Lesley Kimball announced that elections are the first order of business. Connie Aubin-Adams nominated Lee Beauregard as Chairperson. Steve Simons seconded the nomination. All were in favor. Connie Aubin-Adams nominated Vicki Marbacher as Secretary. Lee Beauregard seconded the nomination. All were in favor. Lee Beauregard assumed his duties as Chairperson. Lee Beauregard nominated Connie Aubin-Adams as Treasurer. Vicki Marbacher seconded the nomination. All were in

favor.

**b)Minutes:** The March minutes were reviewed. Connie Aubin-Adams corrected the spelling of Deschaine and noted that under donations “all were in favor” was duplicated. Allison Knab motioned to accept the minutes as corrected. Connie Aubin-Adams seconded the motion. All members were in favor and the minutes were approved as corrected. Bruce Cotter left the meeting.

**c)Accept Donations Received:**Lesley Kimball announced that there were no donations this month.

### **III. Old Business**

**a)Meeting Room Policy:** Leslie Kimball reviewed the quiet study room policy and noted that adjustments need to be made for ease of implementation. The revision will be ready for next month.

**b)Strategic Planning Draft:** Lesley Kimball has placed pictures in the draft. The board offered comments about their placement. After it is revised it will be sent to a graphic designer for input.

### **IV. New Business**

**a)Computer Upgrade:** Lesley Kimball has been speaking to Useful which offers thin client computers which are connected to 2 host computers. This option includes a time management solution which would aid the staff. She and Paul Wolf will most likely go to Conway to look over the system since it is already being used there.

**b)Updated Policy Review Timeline:** The board reviewed it.

### **V. Reports**

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

**b)Fundraising report:** The book sale earnings total was \$2041. Of that total \$205 was from the “special” books. The calendar was reviewed and Lesley will try to reserve October 3<sup>rd</sup> and 4<sup>th</sup> for the sale. The Craft Fair will be planned for October 18<sup>th</sup> or 25<sup>th</sup>.

Penny O'Sullivan mentioned Sweet Grass Farm( a Greenland company which sells health and beauty products and cleaning products). She will see if they would be agreeable to having sale dates from September 22<sup>nd</sup> through October 6<sup>th</sup>.

Book dealer: Lesley Kimball was approached by a dealer who would look over our donations and select ones to sell online. She would split her profits 50/50 with the library after her expenses. Lesley will look into this further.

**c) Director's report :** was reviewed and accepted. Lesley provided the board with notes from the PLA Conference.

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

No executive session was needed.

The next Trustee meeting will be held May 13, 2014 at 6:30 p.m. Steve Simons moved to adjourn the meeting. Penny O'Sullivan seconded the motion. The April meeting of the Wiggin Memorial Library Board of Trustees was adjourned at 8:15p.m.

Respectfully submitted,

Vicki Marbacher  
Secretary and Trustee