

## Wiggin Memorial Library – Stratham, NH

### Minutes of the Board of Trustees Meeting Tuesday June 10, 2014

A regularly scheduled meeting of the Board of Trustees took place Tuesday June 10, 2014 at the Wiggin Memorial Library. The meeting was called to order at 6:35p.m.

The following persons were in attendance: Trustee and Chairperson Lee Beauregard, Trustee and Treasurer Connie Aubin-Adams, Trustee and Secretary Vicki Marbacher, Trustee Penny O'Sullivan, Trustee Terry Reardon Pollini, Alternate Trustee Steve Simons, Alternate Trustee Allison Knab and Library Director Lesley Kimball.

#### I. Guests, Welcomes and Announcements

No guests were in attendance.

#### II. Action Items

- a) **Minutes:** The May minutes were from 2013. Penny O'Sullivan motioned to delay approving the minutes until the next meeting. Connie Aubin-Adams seconded the motion. All members were in favor.
- b) **Accept Donations Received:** Lesley Kimball announced that there were no donations.

#### III. Old Business

- a) **Meeting Room Policy:** Lesley Kimball and the board discussed the changes to the policy. The revision will be ready for next month.
- b) **Strategic Planning Draft:** Lesley Kimball reported the information she received from the graphic designer. It was agreed that the layout will be portrait and it will be saddle stitched. It was also agreed by the board that a quantity of 250 would be sufficient due to price considerations.
- c) **Computer Upgrade:** Lesley Kimball reported that Useful is on schedule.
- d) **NHLTA:** Connie Aubin-Adams reported that she and Vicki Marbacher attended the conference. It was a very informative day. She noted that the keynote speaker advised trustees to have an “elevator speech” ready for when people ask about the library. This item will be added to a future agenda.

#### IV. New Business

- a) **Staff Appreciation Party:** Lesley Kimball has spoken to the staff and a active type of gathering was agreeable to the staff. Penny O'Sullivan has volunteered her garden for the event on September 6<sup>th</sup>. It was agreed that the library would close early that Saturday.

#### V. Reports

- a) **Treasurer's report:** it was discussed and approved. Lesley Kimball reported that the fund-raising balance is \$4084.99
- b) **Fund-raising report:**
- i) Lesley Kimball noted that the Friends of the Library are not at all interested in proceeding with the charity gambling.
  - ii) Granite State Candy – Terry Reardon Pollini distributed samples that she received from the company. The 2 ounce bar is approximately the same size as the Lindt bars. She will contact the company about samples of just that type. The price is \$1.25 per bar. Vicki Marbacher suggested that instead of a wrapper just a label on their wrapper would be easier and less expensive.
- c) **Director's report :** was reviewed and accepted. Lesley Kimball asked the board for input about her

report format.

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

No executive session was needed.

The next Trustee meeting will be held July 8, 2014 at 6:30p.m. Penny O'Sullivan moved to adjourn the meeting. Connie Aubin-Adams seconded the motion. The June meeting of the Wiggin Memorial Library Board of Trustees was adjourned at 7:48p.m.

Respectfully submitted,

Vicki Marbacher  
Secretary and Trustee