

Wiggin Memorial Library – Stratham, NH

Minutes of the Board of Trustees Meeting Monday November 10, 2014

A regularly scheduled meeting of the Board of Trustees took place Monday November 10, 2014 at the Wiggin Memorial Library. The meeting was called to order at 6:37p.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, and Library Director Lesley Kimball. Not in attendance were Alternate Trustee Allison Knab and Alternate Trustee John Dozet.

I. Guests, Welcomes and Announcements

There were no guests.

II. Action Items

a)Minutes: Connie Aubin-Adams corrected the minutes as follows: make all sub-section titles bold, in **IV e)** change nest to next, in **V b)b** remove semi-colon from before look; in **V b)d** add Fund-raising to Title. Connie Aubin-Adams moved to accept the October minutes as corrected. Penny O'Sullivan seconded the motion. All were in favor.

b)Accept Donations Received: Lesley Kimball noted that there were no donations to accept.

III. Old Business

a)Strategic Plan Draft: Lesley Kimball provided drafts of the Strategic plan. The board discussed it and Lesley will arrange for current pictures of the staff and board of trustees.

b)Computer upgrade update: Lesley Kimball has 3 computers set up using the new system, which are working very well. She will connect to the network soon.

c)Internet Use Policy: The board discussed and corrected the policy.

d)Budget Draft: The board reviewed the draft. Lesley Kimball said that she should have more information from the town before the next meeting.

e)Key Inventory: Paul Deschaine has informed Lesley Kimball there are 3 keys to the library in the safe. If more are necessary the cost is approximately \$100 each.

IV. New Business

a)Retirement party for Phyllis Danko and Duré Alamed: Lesley Kimball said that a tea will be held December 13 from 2-4p.m. Leslie Blaney will cater it. There will be world peace collection started in honor of Phyllis Danko.

V. Reports

a) Treasurer's Report: The board reviewed and accepted it. Connie Aubin-Adams said that in January she will try a report with a different viewpoint.

b)Fund-raising report:

a .Craft Fair: Connie Aubin-Adams announced that the fair had earned around \$1000(this did include \$310 from the teen table). One of the crafters(the lady with jams) told Penny O'Sullivan that she would supply her products to us at 50% off(so that we could earn a 50% profit). This may be possible for Mother's Day or teacher gifts.

b. Sweet Grass: Penny O'Sullivan said that we should repeat this fundraiser next year and offer the full array of products.

c. Chocolate Bars: Terry Reardon Pollini noted that we have the bars in stock. We needed to

purchase a full case of the bars – so there are almost 200 bars.

d. Annual Appeal: Lesley Kimball said that the appeal letters will go out soon.

c) Director's report : Lesley Kimball presented her report. There are two excellent candidates for Children's Librarian. Second interviews have been scheduled with them.

V. Executive Session(non public session)

No executive session was needed.

The next Trustee meeting will be held Tuesday December 9, 2014 at 6:30p.m. Vicki Marbacher moved to adjourn the meeting. Connie Aubin-Adams seconded the motion. The November meeting of the Wiggin Memorial Library Board of Trustees was adjourned at 8:20p.m.

Respectfully submitted,

Vicki Marbacher
Secretary and Trustee