

Wiggin Memorial Library – Stratham, NH

Minutes of the Board of Trustees Meeting Tuesday December 9, 2014

A regularly scheduled meeting of the Board of Trustees took place Tuesday December 9, 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, Alternate Trustee Steve Simons, Alternate Trustee Allison Knab, and Library Director Lesley Kimball. Not in attendance were Trustee Terry Reardon Pollini and Alternate Trustee John Dozet. Alternate Trustee Steve Simons was designated to vote for Trustee Terry Reardon Pollini.

I. Guests, Welcomes and Announcements

There were no guests.

II. Action Items

a) Minutes: Steve Simons moved to accept the November minutes. Penny O'Sullivan seconded the motion. All were in favor.

b) Accept Donations Received: Lesley Kimball reported that there were donations of \$2420.00 to accept. Connie Aubin-Adams moved to accept the donations. Steve Simons seconded the motion. All were in favor.

III. Old Business

a) Strategic Plan Draft: Leslie Kimball has emailed the printer asking for an update on the progress. The board reminded Leslie about current pictures of the staff and board of trustees. This will probably happen in the new year when the new staff members are available.

b) Computer upgrade update: The new computers are close to going online. There are issues with the printers and the circulation computer.

c) Internet Use Policy: The board reviewed the corrected policy. Penny O'Sullivan moved to accept the policy. Steve Simons seconded the motion. The board was in favor and signed the policy.

d) Budget Draft: Lesley Kimball reviewed the CIP and the budget priorities report with the board. She will work on the presentation materials.

e) Retirement Party 12/13, 2-4 p.m.: Lesley Kimball said that cards can be brought to the party. If you wish to make a donation to the Peace collection please turn in at the desk and mark in the memo "Peace Collection".

IV. New Business

a) Unused Vacation of Lesley Kimball: Lesley Kimball noted that she has work that needs to be completed and she would rather do that than take her remaining vacation. The board discussed this. Penny O' Sullivan moved that the board would give Lesley up to 5 days of compensation time. Lee Beauregard seconded the motion. All were in favor.

V. Reports

a) Treasurer's Report: The board reviewed and accepted it. Connie Aubin-Adams is still researching ideas for a report with a different viewpoint. The board agreed it would still like to see a balance sheet.

b) Fund-raising report:

a. Sweet Grass: Penny O'Sullivan said that we should repeat this fundraiser next year and offer

the full array of products. Lesley Kimball said that it was easier for the staff if there was a limited order time.

b. Chocolate Bars: Lesley Kimball said that some bars have been sold. Signs are up around the library.

c. Annual Appeal: Lesley Kimball said that the appeal letters have gone out. Next year she would like to do a town wide appeal.

d. Meeting of the committee: Lee Beauregard will set a meeting up in January. Lesley Kimball may have a proposal from the gentleman who helped us with the wine raffle.

c) Director's report : Lesley Kimball reported that the new Children's Librarian, Samantha Lucius, will start on December 29th. Lesley has asked Lucia for a report on the food for teens at the end of the year. Lesley has been discussing the excessive dirt from the inner double doors over to the circulation desk and to the bathrooms with Paul Deschaine. This area may need to be cleaned twice a year. Lesley noted we may need to put carpet in the CIP for 2016.

V. Executive Session(non public session)

No executive session was needed.

The next Trustee meeting will be held Tuesday January 13, 2015 at 6:30p.m. Vicki Marbacher moved to adjourn the meeting. Steve Simons seconded the motion. The December meeting of the Wiggin Memorial Library Board of Trustees was adjourned at 8:12p.m.

Respectfully submitted,

Vicki Marbacher
Secretary and Trustee