

## Wiggin Memorial Library- Stratham NH

### Minutes of the Board of Trustees Meeting

Tuesday June 9, 2015

[as corrected 7/14/2015]

A regularly scheduled meeting of the Board of Trustees took place Tuesday June 9, 2015 at the Wiggin Memorial Library. The meeting was called to order at 6:40 p.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 John Dozet, Alternate Trustee Steve Simons, Alternate Trustee Allison Knab, and Library Director Lesley Kimball. Not in attendance was Trustee Terry Reardon Pollini. Alternate Trustee Allison Knab was designated to vote for Trustee Terry Reardon Pollini.

#### I. Guests, Welcomes and Announcements

No guests were present.

#### II. Action Items

a) Approve May Minutes: Penny O'Sullivan moved to accept the minutes. Connie Aubin-Adams seconded the motion. All were in favor.

b) Approve Donations Received: Lesley Kimball announced that \$395 has been received in support of the Children's Room Redesign. Connie Aubin-Adams moved to accept the donations. Allison Knab seconded the motion. All were in favor.

#### III. Old Business

a) Strategic Plan Draft / Logo: Lesley Kimball has asked Elissa von Letkemann to work on the logo redesign.

b) Computer Upgrade Update: Lesley Kimball reported that all but one of the public computers have been upgraded. There have been some issues with patron flash drives not working on the Useful system. She will collect data on how often this problem occurs.

#### IV. New Business

a) Volunteer Policy Review: The board discussed the Policy. It was questioned why volunteers aged 16-17 need parental permission but not younger (those aged 14-15). Lesley will check into that issue.

b) Staff Appreciation: Penny O'Sullivan can host the party if it is September 26<sup>th</sup> or 27<sup>th</sup>. Lesley Kimball will survey the staff about their availability and what type of party they prefer.

c) NHLTA Conference: It was attended by Lee Beauregard, Connie Aubin-Adams, Vicki Marbacher, and Lesley Kimball. Lee Beauregard liked the idea of tagging books. Connie Aubin-Adams reviewed the presentation about logos and mentioned that the logo for the Brunswick, Maine Public Library is worth looking at. Also that library has received large grants for financial education. Vicki Marbacher noted that according to Right-To-Know law, there must be a motion to enter a non-public session as well as the reason for it, and it must be seconded. Lesley Kimball thought the conference was very good, although one of her presenters was not well informed. Another idea from the conference was to allow a State Representative to hold office hours at the library.

**V. Reports**

a) Treasurer's Report: the report was not available. Lesley Kimball will email a copy to the board.

b) Fundraising Report:

a. Children's Room Redesign: Lesley Kimball is still looking into grants to apply for. She would like to raise just enough money for the shelving. The designer will itemize the shelf units for Lesley so that she will see if any adjustments can be made.

c) Director's Report: Lesley Kimball noted that the Kickoff for the Children's Summer reading program is June 24<sup>th</sup>. Magician Peter Boie will be performing. Help from the Trustees would be appreciated. Lesley was very proud of Lucia taking the risk of a new program – the Teen Art show. It was quite successful. The main door counter is not working. Steve Simons said he would take a look at the manual to see if he could correct the problem. Connie Aubin-Adams thanked everyone who marched in the Memorial Day Parade.

**VI. Executive Session**

No executive session was needed.

**VII Next Meeting:** July 14, 2015, 6:30 p.m.

**VIII Adjournment**

Vicki Marbacher motioned to adjourn the meeting. Connie Aubin-Adams seconded the motion. The meeting was adjourned at 7:51 p.m.

Respectfully submitted,

Vicki Marbacher, Trustee and Secretary