

## **Wiggin Memorial Library- Stratham NH**

### **Minutes of the Board of Trustees Meeting**

**Tuesday July 14, 2015**

A regularly scheduled meeting of the Board of Trustees took place Tuesday July 14, 2015 at the Wiggin Memorial Library. The meeting was called to order at 6:37 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, 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**

No guests were present.

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

a)Approve April Minutes: A few grammatical corrections were noted by Penny O'Sullivan and Connie Aubin-Adams. Connie Aubin-Adams moved to accept the minutes as corrected. Penny O'Sullivan seconded the motion. All were in favor.

b)Approve Donations Received: Lesley Kimball announced that \$925.00 has been received in support of the Children's Room Redesign. Penny O'Sullivan moved to accept the donations. Terry Reardon Pollini seconded the motion. All were in favor. Lesley noted that as of this point \$1500.00 has been received for the Children's Room Redesign from personal donations.

c)Volunteer Policy Revision: Lesley Kimball clarified the points that had been questioned at the previous meeting and offered a revision. Vicki Marbacher moved to accept the revised policy. Connie Aubin-Adams seconded the motion. All were in favor and the policy was signed.

#### **III. Old Business**

a)Strategic Plan Draft / Logo: The board discussed the logos which have been submitted by Elissa von Letkemann and came up with ideas to submit to her. Penny O'Sullivan has reviewed the Strategic Plan draft and presented Lesley with corrections.

b)Computer Upgrade Update:Lesley Kimball reported that all of the staff computers are now on the new server as well as one circulation computer.

c)Staff Appreciation: Lesley Kimball has surveyed the staff and both the 26<sup>th</sup> and 27<sup>th</sup> of September are good dates and all enjoyed the game and beautiful setting of last year. It was decided to hold the cookout on September 27<sup>th</sup> at 12:30 p.m. at Penny O'Sullivan's house. Penny will look into renting tables and chairs.

d)Children's Room Redesign: Lesley Kimball has called Tucker for quotes, since the original design company has not provided a breakdown of prices for each item.

#### **IV. New Business**

a)Library & Material Accessibility policy: Lesley Kimball asked the board to review the current policy online.

b)Technology Policy & Plan: Lesley Kimball asked the board to review the current policy online.

c)Thank You: Lee Beauregard shared with the board the thank you received for our participation in the Hero's Fair.

#### **V. Reports**

a)Treasurer's Report: the report was reviewed and accepted.

b) Fundraising Report:

- a. Sweet Grass Farms: Penny O'Sullivan will contact Sweet Grass Farms to see if they are willing to let us sell their items again.
- b. Craft Fair: Connie Aubin-Adams asked if Laurie Morse will still be involved. Lesley Kimball will check into that.

c) Director's Report: The report was reviewed and accepted.

VI. Executive Session:

No executive session was required.

VII. Next Meeting: August 11, 2015 6:30 p.m.

VIII. Adjournment: Vicki Marbacher moved to adjourn the meeting. Connie Aubin-Adams seconded the motion. The meeting was adjourned at 8:04 p.m.

Respectfully submitted,

Vicki Marbacher  
Trustee and Secretary