

Wiggin Memorial Library- Stratham NH

Minutes of the Board of Trustees Meeting Tuesday October 13, 2015

A regularly scheduled meeting of the Board of Trustees took place Tuesday, October 13, 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 Treasurer Connie Aubin-Adams, Trustee and Secretary Vicki Marbacher, Trustee Penny O'Sullivan, Trustee Terry Reardon Pollini, Alternate Trustee Steve Simons, Alternate Trustee John Dozet, Richard "Dick" MacCallum, and Library Director Lesley Kimball. Not in attendance were Trustee and Chairperson Lee Beauregard and Alternate Trustee Allison Knab. Connie Aubin-Adams volunteered to chair the meeting. Steve Simons was designated to vote in Lee Beauregard's absence.

I. Guests, Welcomes, and Announcements

Richard "Dick" MacCallum was welcomed. Dick reported that the Friends of the Library had 11 bakers for the bake sale and had made over \$241. He also announced that Margarita's will donate 5% of the bar receipts to the FOL on both November 25th and December 26th.

II. Action Items

- a) Approve September Minutes: Penny O'Sullivan corrected the minutes by adding a comma after 2015 in the first line of the minutes. Steve Simons moved to accept the minutes as corrected. Penny O'Sullivan seconded the motion. All were in favor.
- b) Approve Donations Received: Lesley Kimball reported that there were no donations.
- c) Library and Material Accessibility Policy: The board reviewed the policy and suggested a few grammatical revisions. Lesley Kimball will make those changes and have it ready for signatures at the next meeting.
- d) Technology Policy: The board discussed the policy and offered grammatical revisions. Lesley Kimball will make those revisions and have it ready for signatures at the next meeting.
- e) 2016 Meeting Schedule: Lesley pointed out the conflicts with election days: February 9, March 8, September 13 and November 8. Board members present agreed that the third Tuesday would be acceptable. Lesley will check with Lee Beauregard if the revised dates of February 16, March 15, September 20, and November 15 would be possible for him.

III. Old Business

- a) Strategic Plan Draft/Logo: Lesley Kimball would like to receive any corrections by the end of the week. She distributed a letterhead and an envelope with the new logo to the board members. The board agreed that the new logo looks great.
- b) Director's Evaluation: The Board of Selectmen has not reviewed the new evaluation form. Lesley Kimball will email a copy to all board members.

IV. New Business

- a) 2016 Budget: Lesley Kimball asked for input from the board. The website hosting may change to Drupal, which would require a contract. This host makes the website usable on tablets, phones and computers. That may change where the hosting fits into the budget.

V. Reports

- a) Treasurer's Report: the report was reviewed and accepted
- b) Fundraising Report:

- a. Book Sale Wrap Up: It was agreed that the sign should read Friday 10-6. The booksellers will be notified by mail or email that the preview of 9-10 costs \$20. It was also noted that more people are needed for clean up--the boxes were not broken down.
 - b. Craft Fair: Terry Reardon Pollini will help Connie Aubin-Adams tape the floor on Friday the 23rd. Connie Aubin-Adams distributed a sign up sheet for volunteering at the fair. She noted that Leslie Blaney will sell food at the fair.
 - c. Sweet Grass Farms: Lesley Kimball reported that from early orders of Sweet Grass, we already have over \$312 profit.
- c) Director's Report: The report was reviewed and accepted.

VI. Executive Session:

No executive session was required.

VII. Next Meeting: November 10, 2015 at 6:30 p.m.

VIII. Adjournment: Vicki Marbacher moved to adjourn the meeting. Steve Simons seconded the motion. The meeting was adjourned at 8:42 p.m.

Respectfully submitted,

Vicki Marbacher
Trustee and Secretary