

Wiggin Memorial Library - Stratham NH

Minutes of the Board of Trustees Meeting Tuesday, November 10, 2015

A regularly scheduled meeting of the Board of Trustees took place Tuesday, November 10, 2015, at the Wiggin Memorial Library. The meeting was called to order at 6:43 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, and Library Director Lesley Kimball. Not in attendance were Trustee and Chairperson Lee Beauregard and Alternate Trustee Allison Knab. Penny O'Sullivan volunteered to chair the meeting. John Dozet was designated to vote in Lee Beauregard's absence.

I. Guests, Welcomes, and Announcements

There were no announcements.

II. Action Items

- a) Approve October Minutes: Penny O'Sullivan and Connie Aubin-Adams corrected the minutes. Terry Reardon Pollini moved to accept the minutes as corrected. Connie Aubin-Adams seconded the motion. All were in favor.
- b) Approve Donations Received: Lesley Kimball reported that there were donations totaling \$1239.39. Vicki Marbacher moved to accept the donations. Connie Aubin-Adams seconded the motion. All were in favor. Of that total \$620.39 was donated from the Eagle Scout Patio and the Friends of the Library also donated \$100 towards the patio. These funds will be used to partially fund the purchase of furniture for the patio. Steve Simons questioned if the furniture would need to be affixed to the patio. Leslie will discuss that with Colin Laverty.
- c) Building and Material Accessibility Policy: The board reviewed the policy. Connie Aubin-Adams moved to accept the policy. Terry Reardon Pollini seconded the motion. All were in favor and the policy was signed.
- d) Technology Policy: The board reviewed the policy. John Dozet moved to accept the policy. Connie Aubin-Adams seconded the motion. All were in favor and the policy was signed.

III. Old Business

- a) Strategic Plan Draft/Logo: Lesley Kimball distributed the Strategic Plan. The board thought the plan looks very professional. Lesley will devise a way for distributing the plan.
- b) 2016 Budget: Lesley Kimball presented the latest draft of the budget and asked for input from the board about which amount of salary increase to ask for from the Board of Selectmen.

IV. New Business

- a) Appraisal Process: Connie Aubin-Adams reviewed the presentation on November 6 about the new appraisal forms and calibration. All town employees are expected to maintain a high level of performance so a rating of 3 is good.
- b) Fundraising Philosophy meeting with the Board of Selectmen: Leslie said that the BOS doesn't want to promote a particular business – to show favoritism. She will inform the Trustees which dates would be possible for this meeting.

V. Reports

- a) Treasurer's Report: the report was reviewed and accepted.
- b) Fundraising Report:
 - a. Craft Fair: Connie Aubin-Adams reported that a profit of \$681 was earned (\$465 - booth

rentals and \$216 – raffle.) She has ideas to improve the fair for next year.

b. Sweet Grass Farms: Lesley Kimball reported that there is a profit of \$513.

c) Director's Report: The report was reviewed and accepted. Leslie noted that each area added their news to her report.

VI. Executive Session:

No executive session was required.

VII. Next Meeting will be December 8, 2015, at 6:30 p.m.

VIII. Adjournment: Connie Aubin-Adams moved to adjourn the meeting. Vicki Marbacher seconded the motion. The meeting was adjourned at 8:38 p.m.

Respectfully submitted,

Vicki Marbacher
Trustee and Secretary