

**Wiggin Memorial Library  
Stratham, NH**

**Board of Trustees Meeting Minutes**

**Monday, April 18, 2022 6:30pm  
Meeting Held @ Wiggin Memorial Library**

**I. Call to Order** – Chair Susan Wilbur called the meeting to order at 6:36 pm.

Attendees In Person - Library Director Lesley Kimball, Library Trustee Kate Kim, Library Trustee Susan Wilbur, Library Trustee Dree Sherry, Library Trustee Connie Gilman, Library Trustee Ana Makabali, Library Alternate Trustee Kathy Bower, Library Alternate Trustee Mike Deutsch

**a. Welcome guests:** None

**II. Review / Adoption of Minutes**

Kate Kim made a motion to adopt the minutes of the previous meeting dated March 21, 2022. Dree Sherry seconded it. All voted in favor.

**III. Zoom meeting with Amanda Price, conflict resolution consultant**

Chair Susan Wilbur introduced the reason for having a zoom appearance with Amanda Price who has conducted one of the four work sessions with staff. Amanda had asked for this virtual meeting to provide feedback from her workshop which was to address the concerns/confusion involving the tasks with the Board of Trustees and to share the staff's feeling especially toward the Board. The personnel policy was described as "a hot topic". Amanda asked that the Board listen to what she shared with the idea to comprehend the information rather than respond or ask questions initially. She also asked that someone in the group recap what she presented to check for understanding.

**IV. Old Business –**

- **Policy review**

- **Personnel:** Kathy Bower has received the draft of the Personnel Policy from former Trustee Michael Hunter. Currently there are two drafts which need to be reconciled to create one comprehensive draft. She asked if it might not need to be reviewed by someone with legal expertise. Lesley Kimball said the draft of 3/16 went to Town Employment Counsel.
- Discussion took place regarding a different way of reviewing the policies. Michael Deutsch suggested the forming of a subcommittee so that no one is working in isolation and the bulk of the work is not done during the monthly Trustees' meeting. Two Board members and Lesley would make up this subcommittee. A Board member does re-writing and revision, as necessary, the policy is edited by all committee members and the draft goes to Lesley. If any opposing ideas are found the two members of this subcommittee can meet to discuss them and come to consensus.

**a. Budget 2022 -**

**b. Policy Review -**

**c. Communication Skills Training -see above**

**V. New Business** – The review of the Strategic Plan is overdue. New goals and priorities need to be drafted. This will be addressed as soon as the Personnel Policy is finalized.

**a. BOT orientation took place on Saturday, April 9, 2022.**

**b. Fund raising-**

Connie Gilman suggested a Spring Mystery Book Sale. The library would only accept donations of mystery books only. All other donations would be held off until the fall perhaps. A discussion of the logistics of this activity suggested that Connie meet with Patti and Lesley for more planning.

Ana Makabali offered the idea of Chipotle sales as another fund raiser idea. The practice is that 30 % of the proceeds on designated days/evenings comes back to WML. The restaurant would need three weeks' notice before the date of the fund raiser. As of this time, July is the earliest that this activity could be scheduled. A suggestion to wait until the fall might be a better choice. The designated time is usually a Friday, Saturday and Sunday evening.

A suggestion was made to promote these fund-raising activities through social media. Kathy Bower suggested other ideas for fund raising be presented at the next meeting.

**VI. Director's Report** - Lesley sent out via email and distributed. She shared that there are interviews being scheduled by April 21<sup>st</sup> for the Youth Services position.

**VII. Treasurer's Report** - Lesley distributed the report. Money for the conference attended by the Director and Assistant Director was partially funded by grant monies. Kate Kim moved to accept the \$50 in donations. Kate Kim moved to accept the donations as seen. Dree Sherry seconded the motion. All voted in favor.

**VIII. Next Meeting** – May 16, 2022 at 6:30 PM

**IX. Adjournment:** Kate Kim made a motion to adjourn the meeting; Dree Sherry seconded the motion. All voted in favor.

Meeting was adjourned at 8:20pm.