

**Wiggin Memorial Library
Stratham, NH**

Board of Trustees Meeting Minutes

Monday, October 21, 2019

Present: Library Trustee and Chair Kate Kim, Library Trustee and Treasurer Steve Simons, Library Trustee and Secretary Susan Wilbur, Library Trustee Michael Hunter, Library Trustee Joanne Ward, Library Alternate John Dozet, Library Alternate Beth Rohloff

I. Call to Order / II. Welcome - Kate called the meeting to order at 6:33pm. Kate appointed John and Beth as voting members of the BOT.

Steve Simons arrived at 6:37pm.

III. Review/Adoption of Minutes - Susan moved to accept the September 16, 2019 meeting minutes and Michael seconded. Minutes were accepted unanimously.

IV. Old Business -

A. Staff Appreciation - Discussion/debrief held about the breakfast and gift cards presented to the staff on October 17. Kate shared that Lesley thought the staff appreciation was successful and that Lesley felt appreciated as well, especially with her 20th anniversary celebration this year. Michael shared that in addition to Lesley uniquely recognizing each staff at the breakfast, the staff took time to compliment each other...a testament to Lesley's leadership and the tone she sets at the library. All BOT agreed to keep in mind future ways to show appreciation to Lesley and her staff.

VI. New Business -

A. Sweetgrass Farm Fundraiser - Joanne is in the process of contacting them to see if it is possible to do the fundraiser this year. She will keep us posted on details.

B. Lesley's Annual Appraisal - Kate shared that the process is for Lesley to do a self-appraisal then meet with Kate to review. Kate will create a draft appraisal using information from meeting with Lesley and information from the BOT discussion tonight and will send a draft out to the BOT to review.

Discussion/review of Lesley's appraisal.

VII. Reports -

A. Treasurer's Report - Steve will work on this with Lesley on Wednesday and will email report to BOT.

B. Fall Book Sale - The sale made about \$1500.

VIII. No Executive Session needed.

IX. Next Meeting - Monday, November 18, 2019, 6:30pm at the library.

X. Adjournment - Steve moved to adjourn and Joanne seconded. Motion approved unanimously and meeting was adjourned at 7:32pm.